



# TOWN OF WAYLAND Annual Reports

---



---

*Two Hundred and Thirty-Third Year  
July 1, 2012 Through June 30, 2013*

**COVER PHOTO**

*The Belted Cows of Rice Road*

Painting by Wayland Resident Yvonne Drymiotis



---

# ANNUAL REPORTS FOR THE TOWN OF WAYLAND

## FOR ITS TWO HUNDRED AND THIRTY-THIRD MUNICIPAL YEAR

### JULY 1, 2012 TO JUNE 30, 2013

---

## TABLE OF CONTENTS

---

|   |    |
|---|----|
| Board of Selectmen .....                                    | 1  |
| General Information .....                                   | 2  |
| Federal and State Officials Representing Wayland .....      | 3  |
| Elected Town Officials .....                                | 3  |
| Appointed Town Officials .....                              | 5  |
| GENERAL GOVERNMENT  |    |
| Town Clerk .....  | 11 |
| Information Technology.....                                 | 11 |
| Personnel Board .....                                       | 12 |
| Historical Commission .....                                 | 12 |
| Historic District Commission .....                          | 13 |
| 375 <sup>th</sup> Anniversary Commemoration Committee ..... | 13 |
| Public Ceremonies Committee .....                           | 14 |
| FINANCE   |    |
| Board of Assessors .....                                    | 16 |
| Treasurer/Collector .....                                   | 18 |
| Commissioners of Trust Funds .....                          | 20 |
| Trustees of the Allen Fund .....                            | 20 |
| Finance Director/Town Accountant .....                      | 21 |
| EDUCATION AND LIBRARY                                       |    |
| School Committee .....                                      | 31 |
| Board of Library Trustees .....                             | 35 |

## PLANNING AND NATURAL RESOURCES

|   |    |
|---|----|
| Conservation Commission .....               | 38 |
| Community Preservation Committee .....      | 40 |
| Planning Board .....                        | 42 |
| High School Building Committee .....        | 44 |
| Town Surveyor .....                         | 45 |
| Zoning Board of Appeals .....               | 46 |
| Energy Initiatives Advisory Committee ..... | 46 |
| Economic Development Committee .....        | 47 |

## PUBLIC SERVICES

|  |        |
|--|--------|
| Board of Health .....  | 49     |
| Inspection/Building Department .....                         | 55     |
| Board of Public Works .....                                  | 56     |
| Surface Water Quality Committee .....                        | 58     |
| Recreation Commission .....                                  | 59     |
| Wastewater Management District Commission .....              | 60     |
| REVISED Wastewater Management District Commission Report ... | 60 A-B |

## PUBLIC SAFETY

|  |    |
|--|----|
| Fire Department .....                    | 61 |
| Police Department .....                  | 68 |
| Auxiliary Police .....                   | 70 |
| Local Emergency Planning Committee ..... | 71 |
| Dog Control Officer .....                | 71 |

## COMMUNITY SERVICES

|  |    |
|--|----|
| Council on Aging .....                                 | 72 |
| Senior Tax Relief Committee .....                      | 75 |
| Wayland Community Fund .....                           | 76 |
| Veterans' Agent .....                                  | 76 |
| Youth Advisory Committee .....                         | 77 |
| Cultural Council .....                                 | 78 |
| Cable Advisory Committee .....                         | 79 |
| WayCAM (Wayland Community Access and Media Inc.) ..... | 79 |

|   |     |
|---|-----|
| Election Results – State Primary Election, September 6, 2012 .....      | 81  |
| Election Results – State Election, November 6, 2012 .....               | 84  |
| Election Results – Annual Town Election, April 2, 2013 .....            | 87  |
| Election Results – Special State Primary Election, April 30, 2013 ..... | 89  |
| Election Results – Special State Election, June 25, 2013.....           | 89  |
| Town Meeting Minutes Special Town Meeting, October 3, 2012 .....        | 90  |
| Town Meeting Minutes Annual Town Meeting, April 4, 2013.....            | 109 |

|                        |     |
|------------------------|-----|
| Index to Reports ..... | 175 |
|------------------------|-----|

## GENERAL GOVERNMENT

### TOWN CLERK

Lois M. Toombs, CMC Town Clerk  
Diane M. Gorham Assistant Town Clerk

William “Mo” Cowan was appointed on January 30, 2013, to serve as interim U.S. Senator for Massachusetts until a special election was held to fill the seat left vacant by Senator John Kerry’s confirmation as the nation’s new Secretary of State. Senator Cowan served until after the June 25, 2013, special election, when Edward J. Markey was elected Senator in Congress.

The Town Clerk’s Office continues to utilize the State’s Voter Registration Information System (VRIS) for voter registration. This system connects Wayland with all 351 cities and towns across the state to the Registry of Motor Vehicles and to the Office of the Secretary of the Commonwealth. The annual census forms were mailed to all households in the month of January 2013.

Wayland Dog Control Bylaws require all dogs six months old or older to be licensed by January 15<sup>th</sup> of each calendar year. Renewal letters were mailed to each dog owner the first week of December 2012 according to the Town Bylaw.

The 2012 Annual Town Meeting voted to adopt a resolution for the use of an electronic voting service for all sessions of all town meetings through fiscal year 2015.

**Please consult the Table of Contents  
for Election results and  
Town Meeting minutes**

#### During FY13, the following elections and town meetings were held:

State Primary ..... September 6, 2012  
State Election ..... November 6, 2012  
Special Town Meeting  
(called by petitioners) ..... October 3, 2012  
Annual Town Election ..... April 2, 2013  
Annual Town Meeting ..... April 4, 2013

Special State Primary ..... April 30, 2013  
Special State Election ..... June 25, 2013

**Board of Registrars** Term  
Judith H. Ide ..... 4/2016  
Elizabeth A. Salerno ..... 4/2014  
Catherine A. Radmer ..... 4/2015  
Lois M. Toombs, Town Clerk ..... 4/2016

**Registered Voters (As of June 30, 2013)**  
Precinct 1 ..... 2,404  
Precinct 2 ..... 2,284  
Precinct 3 ..... 2,184  
Precinct 4 ..... 2,427  
Total ..... 9,299

Population (Census January 1, 2013) .... 13,719  
Households (includes vacant) ..... 5,636

**Vital Records FY13**  
Births Recorded ..... 110  
Deaths Recorded ..... 220  
Marriages Recorded ..... 21

**Financial Report FY13**  
Miscellaneous (including dog fees)..... \$59,958.60

**Dog Licenses Issued**  
Dog Licenses ..... 1,725  
Dog Kennels ..... 2

### INFORMATION TECHNOLOGY

The Town of Wayland’s Information Technology Department (IT) is responsible for providing the computing infrastructure for all Town Hall staff members and the community.

This report reflects the continuing evolution of IT mission and the activities conducted by this department for the Fiscal Year 2013 (July 2012 - June 2013).

#### IT Vision

IT is the enabler for deploying and operating state-of-the-art information technologies for the Town of

Wayland. IT forms active partnerships with the School and the Public Safety building to optimize the use of available resources in enhancing the delivery of Town hall services.

### ***IT Mission Statement***

The Information Technology department (IT) provides services that facilitate cost-effective information processing solutions for Town hall staff and the community.

### ***Strategic Activities***

The Town has been working collaboratively with the School Department to provide strategic IT oversight to the Town's IT services, working in concert with the IT Strategic Plan developed in 2010 which outlines technology initiatives and the five-year direction for the Town. Following are the fiscal year 2013 highlights:

- Consolidate virtualized server functions in the High School data center.
- Create a joint Town/School back-up system
- Expand MUNIS availability to School employees
- Begin to deploy a thin client environment in Town Departments
- Review and enhance the technology systems in the Public Safety Building

---

## **PERSONNEL BOARD**

---

Chapter 43 of the Code of the Town of Wayland defines the role of the Personnel Board to be the development and administration of the Wage and Salary Classification Plan and personnel policies and procedures in cooperation with the affected town boards and departments. In addition, the Board is charged with approving all pay or classification changes of town employees; negotiating collective bargaining agreements for the town; establishing and maintaining central personnel files for all employees; reviewing the operation of the Wage and Salary Classification Plan and recommending appropriate changes to town meeting.

Nancy McCarthy served as Chair of the Board. Maryanne Peabody served as Vice Chair. Also serving on the Board were Philip Schneider, Nicholas Willard and Jessica Green. Jane Evans retired from

the Board this year after many years of service. Thanks to Jane for all of her contributions.

The Personnel Board is charged with negotiating union contracts. Town employees' terms and conditions of employment are defined by six different collective bargaining agreements. These union employees represent the vast majority of the Town's regular workforce. One of the six contracts, the Firefighters, expired on June 30, 2013 and is in successor negotiations. The remaining five contracts will expire on June 30, 2014.

Throughout the year a variety of employment issues affecting employees were addressed. Topics included but were not limited to reviews of job descriptions, reviews of job classifications, wage rates and employee leave of absence requests. The Board continues to maintain a posture of strict interpretation of the collective bargaining language.

The Town continued to support its Employee Assistance Program (EAP) for all employees who may be in need of assistance with personal problems, work-related issues, legal or financial matters.

The Massachusetts Interlocal Insurance Association (MIIA) provided a variety of training opportunities through its insurance Rewards Program. Participation in the MIIA programs continues to earn the Town significant credits towards its annual liability insurance premiums. Wayland also participates in training opportunities through a collective of nearby communities which pool training funds.

The Personnel Board would like to thank all boards, committees, officials and employees for their cooperation and input during the past year. The Board welcomes attendance at its meetings and would like to remind all employees and officials that the Personnel Board is available to assist on a wide variety of workplace matters.

---

## **HISTORICAL COMMISSION**

---

Members: Elisa Scola, Chair; Rick Conard, Tonya Largy, John Dyer, Elizabeth Von Goeler-Knourenko, Gretchen Ryder-Sharry,

The Wayland Historical Commission (WHC), a seven-member town agency, meets once a month,

September through June, to plan the identification, evaluation, and protection of Wayland's historical, cultural, and archaeological resources. During FY2013, its scope of work included the management of ongoing programs, as well as continuing involvement in several large projects. These included the preservation of the historic freight house as part of Wayland's Historic Railroad site and an appropriation from the town's CPA funds to conduct a pilot program to inventory and digitize records and artifacts from one of Wayland's significant sites which was excavated under a permit from the Massachusetts Historical Commission. The WHC's Historic Seminars program included a Native American Ceremonial Landscape presentation and a lecture on Wayland's Railroad open to members of the Town. The WHC has worked in conjunction with other Town organizations to sponsor and develop programs for Wayland 375 including an Historic Homes Tour. The WHC continued to develop the Historic Homes registry and to encourage historic homeowners to identify their homes with plaques provided by the WHC. The WHC continued its support of the preservation, restoration, and digitization of historic town documents held in the town vault. The WHC created a Temporary Policy Committee to draft a policy in conjunction with the boards and departments in town for the best way to preserve historic resources and involve the WHC where historically sensitive areas may be affected. The WHC continued its efforts to preserve and restore historic bridges, signs and monuments.

More information on the Wayland Historical Commission's projects and activities can be found on their website:  
<http://www.wayland.ma.us/historical>

## **HISTORIC DISTRICT COMMISSION**

The Wayland Historic District Commission (WHDC) is a seven-member commission and one alternate member, all appointed by the Board of Selectmen. There are two districts – Wayland Center and Bow Road – that are under the jurisdiction of the WHDC for exterior alterations made to buildings and structures visible from a public way or park. During FY'13 the WHDC met eight times to respond to applications for changes to seven properties in the districts and other issues such as completion of the

intersection reconstruction, the 375<sup>th</sup> Wayland Anniversary events and joint programs among the HDC, the Historical Commission and the Historical Society. In addition the HDC jointly sponsored with the Historical Society a walking tour of the district.

During the fiscal year the intersection reconstruction was finally completed particularly the relocation of the historic fence at the First Parish Church. The Commission also ensured that other artifacts at the intersections were preserved such as the hitching posts on Cochituate Road north of Boston Post Road, and sign posts and stone wall along Boston Post Road. The Commission also requested that the Selectmen appoint a second alternate member as per the bylaw.

The town's website has an HDC page with general information about the WHDC, including maps of the two districts and application forms. The Historic District Commission welcomes support from members of the community who share an interest in the preservation and enhancement of the rich cultural heritage of Wayland Center and Bow Road Historic Districts.

Committee Membership: Gretchen Schuler, Chairman; Margery Baston, Kevin Crowley, Chris Hagger, George Ives, Desmond McAuley, Meaghan Winokur; Alternate Member, Kathie Steinberg.

## **375<sup>th</sup> ANNIVERSARY COMMEMORATION COMMITTEE**

The 375<sup>th</sup> Anniversary Commemoration Committee is comprised of members appointed by the Board of Selectmen and other volunteers who have been meeting to plan the town's celebration of the 375<sup>th</sup> anniversary of the settlement of the Sudbury Plantation. The goals of the celebration are to learn about Wayland's history, to appreciate Wayland as a community, and to have fun.

The celebration's grand opening was June 15<sup>th</sup> with events taking place in four locations: opening ceremony at North Cemetery, the site of the original settlement; Native American culture and crafts at the Cochituate Fire Station; a circus, games, and food at the Wayland Middle School; and a barn dance and ceremonial bonfire in the evening. The Golden Tones Chorus presented a concert on June 16<sup>th</sup> marking its 25<sup>th</sup> anniversary and the Dudley Pond



Association held an ice cream social at Mansion Beach.

Each week, the Wayland Historical Society has published a photograph of artifacts in its collection in the Town Crier and Patch has listed a Wayland historical fact each day, archiving all 375 facts.



**[www.wayland375.com](http://www.wayland375.com)**

Since the grand opening, the town celebrated Riverfest with a paddle on the Sudbury River with historian Brian Donahue describing how the original settlers used the river meadows to grow hay for their cattle. The festivities will continue throughout the year with talks on a wide range of historical topics, from Wayland archeology and King Philip's War to the Civil War to Wayland's period of growth in the 1950s. We will sponsor a 5-Century House Tour; concerts; vintage and cultural dances; art and photography exhibits; and then and now presentations.

Many Wayland institutions will participate with programs of their own open to the public. Vokes Theater will present monologues of Beatrice Herford, builder of the theater more than 100 years ago. The Wayland Garden Club will feature a presentation on colonial gardens as well as provide flower

arrangements for the house tour. Wayland Little Theater Concerts will open its season with 375 Years of Song and Walden Forums will host a community sing. The library will sponsor a number of talks and the League of Women Voters will show a film and create a quest. Arts Wayland and Sudbury Valley Nature Photographers will mount exhibits. The Wayland Business Association will largely underwrite a student-produced video of three periods in Wayland's history.

We are pleased that Wayland has been chosen to hold a Mass Memories Road Show as part of our 375<sup>th</sup> celebration. Residents will be invited to talk on camera about family photos to create a visual picture of our community. To date, the UMass Boston project has digitized more than 4,000 photos and stories from people across the state, creating an educational resource of primary sources for the future.

The Wayland Historical Tours book, created for the 1976 Bicentennial Celebration, will be updated. It and a Wayland cook book will be available for sale as part of our year-long celebration.

Residents are invited to contact the committee with program ideas, suggestions for permanent memorials, and offers of help.

Mary Antes, Chair  
 Pam Bonaguide  
 Nancy Carapezza  
 Lois Davis  
 Lynne Dunbrack  
 John Dyer  
 Barbara Holtz  
 Brad Keyes  
 Cyndi Miller  
 Jane Sciacca  
 Deborah Seidman  
 Allison Tobia

## **PUBLIC CEREMONIES COMMITTEE**

The Public Ceremonies Committee coordinates Wayland's observance of Memorial Day, and recognizes events, persons, and projects of importance to the town. Members of the 2013 committee were John Dyer, Richard Brisk, Richard Turner and Lilli Ho Schlafer.

**Veterans Day, November 12, 2012** The Public Ceremonies Committee held a brief ceremony at the veterans memorial included opening remarks and the reading of the names of the Wayland Veterans killed in action from all the wars present where members of the American Legion the Wreath was laid by



Veterans Agent Mathew Ching assisted by John Dyer.

**Lydia Maria Child Award** The committee received several nominations for this award. After reviewing each and deliberating on the comparative merits, the committee. Lea Anderson and members of the High School Building Committee was selected as the 2013 winner the award will be presented at a suitable opportunity.

**Memorial Day, Monday, May 27, 2013** Early morning ceremonies were held at Saint Zepherin's Cemetery, the World War II memorial (Lokerville Green), South and North Cemeteries, and at the Wayland Veterans Memorial. There United States, Massachusetts, Armed Services, and POW flags were installed by the Public Ceremonies Committee. The Girl Scouts, coordinated by Kathy Hodge and Veterans Agent Matt Ching and Richard Turner Veterans Graves Officer, placed U.S. flags on veterans' graves prior to the ceremonies at the cemeteries.

At 11:00 a.m. the Memorial Day Parade stepped off from Wayland Middle School led By Grand Marshal LTJG. Joseph Carroll USN for the service at the Lakeview Cemetery beginning at 11:30 a.m. all were

welcomed by PCC Chair Richard P Turner, Selectman Chair Douglas Leard, and an invocation. Was given by Reverend Frederic Mosher John Dyer member of the Public Ceremonies Committee was the Keynote speaker, who spoke on the War on Terror Richard Hoyt awarded the 8<sup>th</sup> Freedom Prize to Wayland High School student Charlie Nuss.

The Wayland High School band conducted by Joseph Oneschuk, and the Middle school Band, conducted by Rebecca Wellons provided music. The High School Band featured a medley of military songs. The Band's Drum and Bugle Corps played Echo Taps with distinction at the early services as well as the main ceremony. Included throughout the day were town guests and participants from the Wayland VFW and American Legion, with Commander Reverend Arthur Straffus Reverend Frederic Mosher of the Church of the holy Spirit giving the closing prayer. Escorts from the Police and Fire Departments ensured a safe event Refreshments were provided at the Middle School by the Girl Scouts.

The Public Ceremonies Committee is deeply grateful to all who made the 2013 parade and ceremony such a success.



MEMORIAL DAY PARADE 2013

# FINANCE

## BOARD OF ASSESSORS

The final phase of the “full list and measure” will be complete in September of 2013. Residents are to be thanked for their cooperation as the office has reached a very high level of successful entries. At the April 2013 elections, Susan M. Rufo was reelected to the board. Susan Rufo and Jayson Brodie were elected chair and vice-chair respectively.

The Board of Assessors is responsible for administering Massachusetts property tax laws effectively and equitably and to produce accurate and fair assessments for all taxable property.

As required by the code of Wayland, Section 19-8 the Board of Assessors makes the following Report:

### A. Annual Report

(1.) The calendar year 2011 sales used in the determination of the FY’13 assessed values were posted to the Assessors web page and provided at Town Meeting.

(2. a, b, c) Report for the previous six years of abatement history:

| FISCAL YEAR  | # RECD (a) | # GRANTED (b) | AVG ABMT (c) |
|--------------|------------|---------------|--------------|
| 2008         | 247        | 171           | \$2,452.47   |
| Supplemental | 2          | 2             | \$3,527.00   |
| 2009 *       | 398        | 228           | \$1,190.63   |
| Supplemental | 0          | 0             | \$0.00       |
| 2010         | 104        | 63            | \$1,946.22   |
| Supplemental | 4          | 1             | \$1,297.64   |
| 2011         | 66         | 30            | \$1,089.27   |
| Supplemental | 0          | 0             | \$0.00       |
| 2012 *       | 71         | 44            | \$1,912.65   |
| Supplemental | 0          | 0             | \$0.00       |
| 2013         | 34         | 18            | \$1,854.20   |
| Supplemental | 1          | 1             | \$616.87     |

\* DOR Triennial Revaluation year

(2. d) ATB filing last six years:

| Fiscal Year | ATB Filings | Fiscal Year | ATB Filings |
|-------------|-------------|-------------|-------------|
| 2008        | 26          | 2011        | 12          |
| 2009        | 52          | 2012        | 5           |
| 2010        | 13          | 2013        | 6           |

**(2. e) Dollar change granted by ATB:**

| FISCAL YEAR | #   | STREET         | CHANGE AMOUNT GRANTED |
|-------------|-----|----------------|-----------------------|
| FY'08       | 102 | LAKE SHORE DR  | \$289,100             |
| FY'08       | 58  | THREE PONDS RD | \$93,500              |
| FY'08       | 6   | CROSS ST       | \$304,300             |
| FY'08       | 10  | PEMBERTON RD   | \$13,200              |
| FY'08       | 2   | JOEL'S WAY     | \$98,800              |
| FY'09       | 12  | ELLIE LN       | \$195,800             |
| FY'09       | 14  | CREST RD       | \$129,200             |
| FY'09       | 16  | CREST RD       | \$125,900             |
| FY'09       | 55  | HILL SIDE DR   | \$49,700              |

| FISCAL YEAR | #  | STREET         | CHANGE AMOUNT GRANTED |
|-------------|----|----------------|-----------------------|
| FY'09       | 12 | JEFFREY RD     | \$15,900              |
| FY'09       | 58 | WOODRIDGE RD   | \$58,600              |
| FY'09       | 8  | BIGELOW RD     | \$21,000              |
| FY'09       | 16 | KEITH RD       | \$15,500              |
| FY'09       | 25 | DRAPER RD      | \$34,100              |
| FY'10       | 8  | BIGELOW RD     | \$20,600              |
| FY'10       | 12 | ELLIE LN       | \$173,200             |
| FY'11       | 12 | ELLIE LN       | \$204,500             |
| FY'12       | 59 | OLD SUDBURY RD | \$42,800              |

**(3.) Inspections conducted during Fiscal Year 2013****Total Property Visits: 3006****Building Permits:**

|                       |     |
|-----------------------|-----|
| Interior and Exterior | 47  |
| Exterior Only         | 134 |
| Interior Only         | 47  |
| Callbacks             | 28  |
| Refusals              | 11  |
| Total                 | 267 |

**Cyclical:**

|                       |      |
|-----------------------|------|
| Interior and Exterior | 495  |
| Exterior Only         | 981  |
| Interior Only         | 245  |
| Callbacks             | 754  |
| Refusals              | 23   |
| Total                 | 2498 |

**Sales:**

|                       |     |
|-----------------------|-----|
| Interior and Exterior | 86  |
| Exterior Only         | 60  |
| Interior Only         | 27  |
| Refusals              | 6   |
| Total                 | 179 |

**Quality Control:**

|                       |    |
|-----------------------|----|
| Interior and Exterior | 14 |
| Exterior Only         | 11 |
| Interior Only         | 5  |
| Total                 | 30 |

**Abate ments:**

|                       |    |
|-----------------------|----|
| Interior and Exterior | 16 |
| Total                 | 16 |

**Informal Hearings:**

|                       |    |
|-----------------------|----|
| Interior and Exterior | 12 |
| Exterior              | 3  |
| Interior              | 1  |
| Total                 | 16 |

Respectfully submitted,

Susan M. Rufo, Chair  
 Jayson Brodie, Vice Chair  
 Molly Upton  
 Zachariah Ventress

## TREASURER/COLLECTOR

The Treasurer's Office is responsible for collecting all monies due to the Town of Wayland. This includes real estate taxes, personal property taxes, excise taxes, water bills, departmental turn-ins such as building permits, health permits, and park and recreation fees. We are also responsible for collecting the money received from the Community Preservation Act that now appears on each quarter's Real Estate bill. These receipts must be reported to the Town Accountant on a timely basis. Unspent money must be invested in high yield, insured accounts.

| June 30, 2013  |                     | TAX TITLE - 48 PARCELS |                 |                                    |                  | \$ 1,064,142.64                    |                    |             |
|----------------|---------------------|------------------------|-----------------|------------------------------------|------------------|------------------------------------|--------------------|-------------|
|                | DATE                | O/S 7/1/12             | NEW DEBT        | RETIRED '13 CUMULATIVE             | O/S 6/30/13      | Int Pd FY13 CUMULATIVE             | INTEREST TO PAYOFF | PAYOFF DATE |
| BORROWING-1993 | 12/15/1993<br>4.54% | \$ 215,000.00          |                 | \$ 215,000.00<br>\$ 4,530,000.00   | \$               | \$ 5,428.75<br>\$ 1,874,164.40     |                    | 9/15/2012   |
| BORROWING-1996 | 1/15/1996<br>4.69%  | \$ 515,000.00          |                 | \$ 175,000.00<br>\$ 6,144,000.00   | \$ 340,000.00    | \$ 11,125.00<br>\$ 2,004,846.11    | \$ 8,075.00        | 1/15/2015   |
| BORROWING-1998 | 12/15/1998<br>2.58% | \$ 1,995,000.00        |                 | \$ 300,000.00<br>\$ 9,262,000.00   | \$ 1,695,000.00  | \$ 51,775.00<br>\$ 2,475,769.42    | \$ 141,862.50      | 12/15/2018  |
| BORROWING-2001 | 2/15/2001<br>4.25%  | \$ 710,000.00          |                 | \$ 710,000.00<br>\$ 2,445,000.00   | \$               | \$ 32,293.76<br>\$ 831,205.12      | \$ 113,616.56      | 6/30/2020   |
| BORROWING-2002 | 4/1/2002<br>4.59%   | \$ 825,000.00          |                 | \$ 825,000.00<br>\$ 2,121,000.00   | \$               | \$ 40,555.00<br>\$ 838,395.00      |                    | 4/1/2022    |
| BORROWING-2003 | 11/1/2003<br>3.70%  | \$ \$600,000.00        |                 | \$ 135,000.00<br>\$ 1814,100.00    | \$ 465,000.00    | \$ 21,552.50<br>\$ 417,021.75      | \$ 89,055.00       | 11/1/2022   |
| BORROWING-2005 | 9/15/2005<br>3.78%  | \$ 3,315,000.00        |                 | \$ 265,000.00<br>\$ 2,443,500.00   | \$ 3,050,000.00  | \$ 124,245.00<br>\$ 1,245,627.50   | \$ 749,832.50      | 9/15/2025   |
| BORROWING-2006 | 7/1/2006<br>4.08%   | \$ 800,000.00          |                 | \$ 115,000.00<br>\$ 1,473,000.00   | \$ 685,000.00    | \$ 30,347.50<br>\$ 360,714.50      | \$ 137,921.25      | 7/15/2025   |
| BORROWING-2007 | 1/15/2007<br>4.01%  | \$ 1,040,000.00        |                 | \$ 75,000.00<br>\$ 1,380,000.00    | \$ 965,000.00    | \$ 41,811.25<br>\$ 430,087.50      | \$ 285,330.00      | 1/15/2027   |
| BORROWING-2008 | 2/15/2008<br>3.42%  | \$ 937,000.00          |                 | \$ 352,000.00<br>\$ 1,865,000.00   | \$ 585,000.00    | \$ 29,260.00<br>\$ 258,650.00      | \$ 57,087.50       | 2/1/2028    |
| BORROWING-2009 | 2/1/2009<br>2.79%   | \$ 1,245,750.00        |                 | \$ 294,750.00<br>\$ 1,259,000.00   | \$ 951,000.00    | \$ 30,920.00<br>\$ 188,708.69      | \$ 72,458.14       | 12/15/2028  |
| BORROWING-2010 | 1/28/2010<br>3.48%  | \$ 10,455,000.00       |                 | \$ 740,000.00<br>\$ 2,465,000.00   | \$ 9,715,000.00  | \$ 329,350.00<br>\$ 1,038,750.00   | \$ 3,906,750.00    | 2/1/2035    |
| BORROWING-2011 | 2/1/2011<br>4.12%   | \$ 33,875,000.00       |                 | \$ 1,865,000.00<br>\$ 3,990,000.00 | \$ 32,010,000.00 | \$ 1,470,350.00<br>\$ 2,983,200.00 | \$ 16,866,000.00   | 2/1/2036    |
| BORROWING-2012 | 2/1/2012<br>1.37%   | \$ 2,010,000.00        |                 | \$ 585,000.00<br>585,000.00        | \$ 1,425,000.00  | 40,200.00<br>40,200.00             | \$ 56,600.00       | 2/1/2031    |
| BORROWING-2013 | 2/1/2013<br>1.10%   |                        | \$ 3,869,000.00 | \$ -                               | \$ 3,869,000.00  |                                    | \$ -               | 2/1/2022    |
|                |                     |                        |                 | \$ 6,651,750.00                    |                  | \$ 2,259,213.76                    |                    |             |
|                |                     | \$ 58,537,750.00       | 4,087,000.00    | \$ 41,776,600.00                   | \$ 55,755,000.00 | 14,987,339.99                      | \$ 22,484,588.45   |             |

ALL ITEMS ARE FROM THE OMNIBUS BUDGET UNLESS OTHERWISE STATED.

**WATER**

| DATE                   | O/S 7/1/12       | NEW<br>DEBT | RETIRED '13<br>CUMULATIVE       | O/S 6/30/13     | Int Pd FY13<br>CUMULATIVE     | INTEREST TO<br>PAYOFF | PAYOFF<br>DATE |
|------------------------|------------------|-------------|---------------------------------|-----------------|-------------------------------|-----------------------|----------------|
| 4/1/2002<br>A-9 4.59%  | \$ 250,000.00    | \$          | 250,000.00<br>324,000.00        | \$ -            | \$ 12,300.00<br>204,870.00    | \$ -                  | 4/1/2022       |
| 11/1/2003<br>A-6 3.70% | \$ 60,000.00     | \$          | 30,000.00<br>270,900.00         | \$ 30,000.00    | \$ 1,635.00<br>52,384.50      | \$ 555.00             | 11/1/2013      |
| 9/15/2005<br>A-6 3.78% | \$ 725,000.00    | \$          | 55,000.00<br>330,000.00         | \$ 670,000.00   | \$ 27,235.00<br>257,632.50    | \$ 167,022.50         | 9/15/2025      |
| 1/15/2007<br>A-7 4.01% | \$ 1,125,000.00  | \$          | 75,000.00<br>485,000.00         | \$ 1,050,000.00 | \$ 45,243.75<br>328,042.50    | \$ 318,150.00         | 1/15/2027      |
| 2/15/2008<br>A-7 3.42% | \$ 4,843,000.00  | \$          | 308,000.00<br>1,540,000.00      | \$ 4,535,000.00 | \$ 171,615.00<br>950,475.00   | \$ 1,354,950.00       | 2/1/2028       |
| 2/1/2009<br>A-6 2.79%  | \$ 1,189,250.00  | \$          | 105,250.00<br>416,000.00        | \$ 1,084,000.00 | \$ 40,180.00<br>193,581.86    | \$ 313,854.37         | 12/15/2028     |
| 1/28/2010<br>A-5 3.48% | \$ 610,000.00    | \$          | 85,000.00<br>170,000.00         | \$ 525,000.00   | \$ 14,600.00<br>48,900.00     | \$ 52,900.00          | 2/1/2020       |
| 2/1/2011<br>A-6 4.12%  | \$ 1,240,000.00  | \$          | 130,000.00<br>260,000.00        | \$ 1,110,000.00 | \$ 51,600.00<br>105,800.00    | \$ 270,700.00         | 2/1/2026       |
| 2/1/2012<br>A-6 1.37%  | \$ 100,000.00    | \$          | 35,000.00<br>35,000.00          | \$ 65,000.00    | \$ 2,000.00<br>2,000.00       | \$ 1,900.00           | 2/1/2015       |
| 2/1/2013<br>1.10%      | \$ 218,000.00    |             |                                 | \$ 218,000.00   |                               | \$ 25,910.00          | 2/1/2022       |
|                        | \$ 10,360,250.00 | \$ -        | \$ 1,073,250.00<br>3,830,900.00 | \$ 9,287,000.00 | \$ 366,408.75<br>2,143,686.36 | \$ 2,505,941.87       |                |

**WASTEWATER TREATMENT PLANT**

|                      |                 |    |                             |                 |                             |                 |          |
|----------------------|-----------------|----|-----------------------------|-----------------|-----------------------------|-----------------|----------|
| 2/1/2011<br>4.12%    | \$ 4,825,000.00 | \$ | 185,000.00<br>360,000.00    | \$ 4,640,000.00 | \$ 204,500.00<br>412,500.00 | \$ 2,087,362.50 | 2/1/2031 |
| 2/1/2012<br>1/1/1900 | \$ 400,000.00   | \$ | 25,000.00<br>25,000.00      | \$ 375,000.00   | \$ 9,015.00<br>9,015.00     | \$ 84,060.00    | 2/1/2031 |
|                      | \$ 5,225,000.00 | \$ | \$ 210,000.00<br>385,000.00 | \$ 5,015,000.00 | \$ 213,515.00<br>421,515.00 | \$ 2,171,422.50 |          |

### COMMISSIONERS OF TRUST FUNDS

The goal of the Commissioners is to invest Wayland's trust funds to realize the best possible gain while maintaining a balance between risk and return appropriate to a public trust. The following are the fund's balances at the end of selected years:

| Year | Year-End Balance |
|------|------------------|
| 2013 | \$2,995,456.77   |
| 2012 | \$2,765,749.00   |
| 2011 | \$2,673,273.00   |
| 2010 | \$2,259,077.00   |
| 2009 | \$1,981,010.00   |
| 2008 | \$2,165,202.00   |
| 1995 | \$ 681,655.00    |

### TRUSTEES OF THE ALLEN FUND

The Allen Fund was established in 1854 through a gift from Miss Debby Allen and Mrs. Nabby (Allen) Draper. The permanent fund was intended for "beneficent objects." The Allen fund was later combined with the "Donation Funds" which date back to 1678. Over the years several additional gifts were contributed to the Fund. Although the Allen Fund was virtually depleted by 1990, it has recently grown so that it can now provide annual gifts. In the past year, two gifts were given to deserving Wayland citizens.

The Allen Fund investments are managed by the Commissioners of Trust Funds.

### TOWN OF WAYLAND TRUST FUNDS

#### June 30, 2013 Balances

Bartholomew & Co. \$2,995,456.77

| Trust                                 | Additions    | Disbursements | 6/30/2013<br>Balance |
|---------------------------------------|--------------|---------------|----------------------|
| Allen Fund (Charitable Gifts)         | 0            | 400.00        | 6,235.34             |
| Cemetery Funds                        | 25,200.00    | 55,772.00     | 1,199,282.62         |
| Estate of M. Draper (Library)         | 0            | 0             | 164,798.18           |
| Gossels Fund (Academic Excellence)    | 0            | 6,946.00      | 278,641.86           |
| Gossels Fund (Library)                | 0            | 1,125.00      | 31,186.81            |
| Greaves/Croft Fund                    | 0            | 4,087.00      | 61,530.86            |
| J. Leavitt – Norwich Univ Scholarship | 0            | 7,500.00      | 121,054.06           |
| Library – General Purpose             | 0            | 186.00        | 190,035.65           |
| Library Endowment                     | 14,188.00    | 2,316.00      | 722,939.12           |
| Robsham Cemetery Trust                | 0            | 0             | 39,849.10            |
| S. Leavitt – Wayland Community        | 0            | 22,386.00     | 179,903.17           |
| Total                                 | \$ 39,388.00 | \$100,718.00  | \$2,995,456.77       |

# FINANCE DIRECTOR/ACCOUNTANT

## Town of Wayland Combined Balance Sheet June 30, 2013

|  | General Fund        | Special Revenue | Capital Projects | Water Fund       | Septage Fund   | Wastewater Fund | Trust & Agency    | Long-Term Debt Group | Total               |
|--|---------------------|-----------------|------------------|------------------|----------------|-----------------|-------------------|----------------------|---------------------|
| <b>Assets</b>                                |                     |                 |                  |                  |                |                 |                   |                      |                     |
| <b>Cash and Investments:</b>                 |                     |                 |                  |                  |                |                 |                   |                      |                     |
| Cash   | 55,158,021          | 0               | 0                | 0                | 0              | 0               | 0                 | 0                    | 55,158,021          |
| Investments                                  | 0                   | 0               | 0                | 0                | 0              | 0               | 0                 | 0                    | 0                   |
| <b>Total</b>                                 | <b>55,158,021</b>   | <b>0</b>        | <b>0</b>         | <b>0</b>         | <b>0</b>       | <b>0</b>        | <b>0</b>          | <b>0</b>             | <b>55,158,021</b>   |
| <b>Receivables:</b>                          |                     |                 |                  |                  |                |                 |                   |                      |                     |
| Property Taxes                               | 1,160,243           | 0               | 0                | 0                | 0              | 0               | 0                 | 0                    | 1,160,243           |
| Tax Title                                    | 1,064,143           | 0               | 0                | 0                | 0              | 0               | 0                 | 0                    | 1,064,143           |
| Motor Vehicle Excise                         | 228,394             | 0               | 0                | 0                | 0              | 0               | 0                 | 0                    | 228,394             |
| I/E Find                                     | 500                 | 0               | 0                | 0                | 0              | 0               | 0                 | 0                    | 500                 |
| Late Dog Fee                                 | 90                  | 0               | 0                | 0                | 0              | 0               | 0                 | 0                    | 90                  |
| Betterment                                   | 0                   | 0               | 0                | 0                | 0              | 0               | 0                 | 0                    | 0                   |
| Appt Assessment Not Yet Due                  | 54,384              | 0               | 0                | 0                | 0              | 171,117         | 0                 | 0                    | 225,501             |
| User Charges                                 | 0                   | 0               | 0                | 620,317          | 0              | 214,025         | 0                 | 0                    | 834,343             |
| Due from Other Governments                   | 0                   | 0               | 0                | 0                | 0              | 0               | 0                 | 0                    | 0                   |
| Due to/Due from other funds                  | (39,325,973)        | 0               | 2,608,402        | 4,201,289        | 183,765        | 290,492         | 16,328,348        | 0                    | (15,713,678)        |
| <b>Total</b>                                 | <b>(36,818,219)</b> | <b>0</b>        | <b>2,608,402</b> | <b>4,821,606</b> | <b>183,765</b> | <b>675,634</b>  | <b>16,328,348</b> | <b>0</b>             | <b>(12,200,464)</b> |
| <b>Amount to be Provided For:</b>            |                     |                 |                  |                  |                |                 |                   |                      |                     |
| Retirement of Bonds                          | 0                   | 0               | 0                | 0                | 0              | 0               | 0                 | 0                    | 0                   |
| Repayment of Anticipation Notes              | 0                   | 0               | 0                | 0                | 0              | 0               | 0                 | 0                    | 0                   |
| <b>Total</b>                                 | <b>0</b>            | <b>0</b>        | <b>0</b>         | <b>0</b>         | <b>0</b>       | <b>0</b>        | <b>0</b>          | <b>0</b>             | <b>0</b>            |
| <b>Total Assets</b>                          | <b>18,339,802</b>   | <b>0</b>        | <b>2,608,402</b> | <b>4,821,606</b> | <b>183,765</b> | <b>675,634</b>  | <b>16,328,348</b> | <b>0</b>             | <b>42,957,557</b>   |
| <b>Liabilities &amp; Fund Balances</b>       |                     |                 |                  |                  |                |                 |                   |                      |                     |
| <b>Liabilities:</b>                          |                     |                 |                  |                  |                |                 |                   |                      |                     |
| Warrants Payable                             | 1,058,301           | 0               | 220,773          | 99,475           | 0              | 11,253          | 0                 | 0                    | 1,389,803           |
| Accrued Payroll & Withholdings               | 507,047             | 0               | 0                | 5,820            | 0              | 0               | 0                 | 0                    | 512,867             |
| Reserve for Abatements                       | 1,802,769           | 0               | 0                | 0                | 0              | 0               | 0                 | 0                    | 1,802,769           |
| Other Liabilities                            | 916,932             | 0               | 0                | 0                | 0              | 0               | 0                 | 0                    | 916,932             |
| Deferred Revenues                            | 704,985             | 0               | 0                | 620,317          | 0              | 385,142         | 0                 | 0                    | 1,710,445           |
| Bond and Grant Anticipation Notes            | 0                   | 0               | 0                | 0                | 0              | 0               | 0                 | 0                    | 0                   |
| Bonds Payable                                | 0                   | 0               | 0                | 0                | 0              | 0               | 0                 | 0                    | 0                   |
| <b>Total Liabilities</b>                     | <b>4,990,034</b>    | <b>0</b>        | <b>220,773</b>   | <b>725,613</b>   | <b>0</b>       | <b>396,396</b>  | <b>0</b>          | <b>0</b>             | <b>6,332,816</b>    |
| <b>Fund Balances:</b>                        |                     |                 |                  |                  |                |                 |                   |                      |                     |
| Retained Earnings                            | 0                   | 0               | 0                | 0                | 150,560        | 0               | 0                 | 0                    | 150,560             |
| Retained Earnings Appropriated               | 0                   | 0               | 0                | 0                | 0              | 0               | 0                 | 0                    | 0                   |
| Unreserved                                   | 7,525,359           | 0               | 1,590,335        | 2,524,900        | 0              | 253,391         | 16,328,348        | 0                    | 28,222,334          |
| Reserved for Expenditures                    | 3,995,000           | 0               | 0                | 1,501,019        | 33,205         | 15,919          | 0                 | 0                    | 5,545,143           |
| Reserved for Encumbrances                    | 568,597             | 0               | 797,294          | 70,074           | 0              | 9,928           | 0                 | 0                    | 1,445,893           |
| Reserved for Teacher Deferral                | 0                   | 0               | 0                | 0                | 0              | 0               | 0                 | 0                    | 0                   |
| Reserve for Other                            | 0                   | 0               | 0                | 0                | 0              | 0               | 0                 | 0                    | 0                   |
| Reserved for Overlay Deficit                 | 0                   | 0               | 0                | 0                | 0              | 0               | 0                 | 0                    | 0                   |
| Reserved for Debt Exempt Premium             | 1,260,811           | 0               | 0                | 0                | 0              | 0               | 0                 | 0                    | 1,260,811           |
| <b>Total Fund Balances</b>                   | <b>13,349,768</b>   | <b>0</b>        | <b>2,387,629</b> | <b>4,095,994</b> | <b>183,765</b> | <b>279,238</b>  | <b>16,328,348</b> | <b>0</b>             | <b>36,624,741</b>   |
| <b>Total Liabilities &amp; Fund Balances</b> | <b>18,339,802</b>   | <b>0</b>        | <b>2,608,402</b> | <b>4,821,606</b> | <b>183,765</b> | <b>675,634</b>  | <b>16,328,348</b> | <b>0</b>             | <b>42,957,557</b>   |



**TOWN OF WAYLAND  
OPERATING EXPENDITURES BY DEPARTMENT  
GENERAL FUND  
THROUGH JUNE 30, 2013**

|                                 | FY 2013<br>ORIGINAL | FY 2013<br>CONT APPROP /<br>TRANSFERS | FY 2013<br>REVISED<br>TOTAL | ACTUAL<br>EXPENDED | % OF CY<br>BUDGET | FY 2013<br>EXP & ENC | % OF CY<br>BUDGET | AVAILABLE<br>BALANCE | FY 2012<br>CONT APPROP /<br>REVISED | FY 2012<br>EXP & ENC | % OF FY<br>BUDGET |
|---------------------------------|---------------------|---------------------------------------|-----------------------------|--------------------|-------------------|----------------------|-------------------|----------------------|-------------------------------------|----------------------|-------------------|
| <b><u>TOWN EXPENDITURES</u></b> |                     |                                       |                             |                    |                   |                      |                   |                      |                                     |                      |                   |
| SELECTMEN                       | 1220                | 33,000.00                             | 2,885.00                    | 35,885.00          | 23,402.35         | 65.21%               | 23,907.35         | 11,977.65            | 38,221.00                           | 25,235.00            | 66.02%            |
| TOWN OFFICE                     | 1230                | 450,600.00                            | 2,000.00                    | 452,600.00         | 438,795.99        | 96.95%               | 439,651.34        | 12,948.66            | 445,252.00                          | 437,940.00           | 98.36%            |
| PERSONNEL BOARD                 | 1240                | 16,750.00                             | 3,000.00                    | 19,750.00          | 5,179.88          | 26.23%               | 5,268.76          | 14,481.24            | 16,750.00                           | 9,528.00             | 56.88%            |
| FINANCE                         | 1350                | 355,791.00                            | -                           | 355,791.00         | 308,324.05        | 86.66%               | 308,324.05        | 47,466.95            | 372,272.00                          | 338,826.00           | 91.02%            |
| ASSESSOR                        | 1410                | 316,606.00                            | 38,641.00                   | 355,247.00         | 270,905.97        | 76.26%               | 270,905.97        | 84,341.03            | 402,821.00                          | 340,252.00           | 84.47%            |
| TREASURER                       | 1450                | 225,965.00                            | 710.00                      | 226,675.00         | 216,156.67        | 95.36%               | 216,156.67        | 10,518.33            | 230,243.00                          | 217,258.00           | 94.36%            |
| LEGAL                           | 1510                | 250,000.00                            | 25,000.00                   | 275,000.00         | 145,909.88        | 53.06%               | 152,463.88        | 122,536.12           | 286,634.00                          | 146,916.00           | 51.26%            |
| INFORMATION TECHNOLOGY          | 1550                | 311,572.00                            | 52,767.00                   | 364,339.00         | 272,273.88        | 74.73%               | 310,015.88        | 54,323.12            | 316,085.00                          | 279,043.00           | 88.28%            |
| TOWN CLERK                      | 1610                | 131,830.00                            | 13,000.00                   | 144,830.00         | 136,444.00        | 94.21%               | 136,444.00        | 8,386.00             | 135,703.00                          | 128,647.00           | 96.22%            |
| ELECTIONS                       | 1620                | 42,450.00                             | 12,500.00                   | 54,950.00          | 42,378.52         | 77.12%               | 42,817.20         | 12,132.80            | 31,200.00                           | 27,965.00            | 89.63%            |
| REGISTRAR                       | 1630                | 4,775.00                              | 700.00                      | 5,475.00           | 4,669.57          | 85.29%               | 4,669.57          | 805.43               | 4,900.00                            | 2,418.00             | 49.35%            |
| CONSERVATION                    | 1710                | 155,502.00                            | 4,000.00                    | 159,502.00         | 146,314.95        | 91.73%               | 146,642.71        | 12,859.29            | 148,259.00                          | 143,343.00           | 96.68%            |
| PLANNING                        | 1750                | 108,910.00                            | 1,131.00                    | 110,041.00         | 104,880.43        | 95.31%               | 104,880.43        | 5,160.57             | 117,082.00                          | 116,492.00           | 99.50%            |
| SURVEYOR                        | 1770                | 174,575.00                            | -                           | 174,575.00         | 173,774.94        | 99.54%               | 173,774.94        | 800.06               | 175,405.00                          | 175,375.00           | 99.98%            |
| FACILITIES                      | 1920                | 1,101,200.00                          | 16,000.00                   | 1,117,200.00       | 863,634.89        | 77.30%               | 1,072,550.99      | 44,649.01            | 1,253,408.00                        | 990,746.00           | 79.04%            |
| MISC COMMITTEES                 | 1940                | 76,575.00                             | 51,702.00                   | 128,277.00         | 76,482.22         | 59.62%               | 76,482.22         | 51,794.78            | 86,432.00                           | 83,684.00            | 96.82%            |
| POLICE                          | 2100                | 2,445,050.00                          | 7,000.00                    | 2,452,050.00       | 2,354,792.10      | 96.03%               | 2,362,512.10      | 89,537.90            | 2,481,950.00                        | 2,356,552.00         | 94.95%            |
| JOINT COMMUNICATIONS CENTER     | 2110                | 521,600.00                            | 1,000.00                    | 522,600.00         | 488,265.14        | 93.43%               | 488,380.63        | 34,219.37            | 519,500.00                          | 492,904.00           | 94.88%            |
| EMERGENCY MANAGEMENT            | 2120                | 23,000.00                             | 4,000.00                    | 27,000.00          | 20,718.54         | 76.74%               | 22,810.28         | 4,189.72             | 24,331.00                           | 23,988.00            | 98.59%            |
| DOG OFFICER                     | 2130                | 23,500.00                             | -                           | 23,500.00          | 19,076.75         | 81.18%               | 22,545.25         | 954.75               | 24,000.00                           | 18,628.00            | 77.62%            |
| BUILDING & ZONING               | 2410                | 310,072.00                            | 141,400.00                  | 451,472.00         | 2,375,726.24      | 97.00%               | 2,379,419.50      | 69,780.50            | 2,435,969.00                        | 2,376,219.00         | 97.55%            |
| HIGHWAY                         | 3200                | 260,000.00                            | 500.00                      | 260,500.00         | 254,960.07        | 82.09%               | 255,098.07        | 55,473.93            | 297,509.00                          | 296,273.00           | 99.58%            |
| SNOW REMOVAL                    | 4220                | 1,263,251.00                          | 200,000.00                  | 1,463,251.00       | 1,458,108.91      | 99.65%               | 1,458,108.91      | 5,142.09             | 1,395,871.00                        | 1,373,684.00         | 98.41%            |
| TRANSFER STATION                | 4230                | 450,000.00                            | 165,000.00                  | 615,000.00         | 611,660.38        | 99.46%               | 611,660.38        | 3,339.62             | 400,000.00                          | 294,940.00           | 73.74%            |
| BOARD OF HEALTH                 | 4940                | 80,000.00                             | -                           | 80,000.00          | 45,808.22         | 57.26%               | 52,167.24         | 27,832.76            | 75,000.00                           | 81,599.00            | 108.80%           |
| VETERANS SERVICES               | 5110                | 741,810.00                            | 3,333.00                    | 745,143.00         | 718,290.33        | 96.37%               | 718,575.33        | 26,767.67            | 729,657.00                          | 709,634.00           | 97.26%            |
| C.O.A.                          | 5430                | 30,000.00                             | -                           | 30,000.00          | 23,587.13         | 78.62%               | 23,587.13         | 6,412.87             | 18,350.00                           | 6,693.00             | 36.47%            |
| YOUTH SERVICES                  | 5460                | 217,830.00                            | 12,000.00                   | 229,830.00         | 207,590.58        | 90.32%               | 207,590.58        | 22,239.42            | 224,770.00                          | 224,013.00           | 99.66%            |
| LIBRARY                         | 5470                | 157,175.00                            | -                           | 157,175.00         | 156,995.29        | 99.89%               | 156,995.29        | 179.71               | 155,839.00                          | 154,004.00           | 98.82%            |
| PARKS                           | 6120                | 974,750.00                            | -                           | 974,750.00         | 961,940.46        | 98.69%               | 962,368.52        | 12,381.48            | 952,995.00                          | 952,841.00           | 99.98%            |
| RECREATION                      | 6510                | 590,288.00                            | 500.00                      | 590,788.00         | 582,475.76        | 98.59%               | 591,020.77        | (232.77)             | 625,747.00                          | 635,615.00           | 101.58%           |
| DUDLEY AREA STUDY - PARTIAL     | 6520                | 347,000.00                            | -                           | 347,000.00         | 340,997.23        | 98.27%               | 340,997.23        | 6,002.77             | 359,293.00                          | 359,293.00           | 100.00%           |
| CONSERVATION FUND               |                     | -                                     | 6,980.00                    | 6,980.00           | 5,840.00          | 83.67%               | 5,840.00          | 1,140.00             | 40,000.00                           | 40,000.00            | 100.00%           |
| BOSTON POST RD PRE-PERMITTING   |                     | -                                     | 54,389.00                   | 54,389.00          | 0.00%             | -                    | -                 | 54,389.00            | 54,389.00                           | -                    | -                 |
| TOTAL SCH REVOLVING AUDIT       |                     | -                                     | 270,000.00                  | 270,000.00         | 143,868.83        | 53.28%               | 143,868.83        | 126,131.17           | 270,000.00                          | 270,000.00           | 100.00%           |
| TOWN EXPENDITURES               |                     | 14,499,227.00                         | 1,120,338.00                | 15,619,565.00      | 14,257,450.15     | 91.28%               | 14,545,722.00     | 1,073,843.00         | 15,483,422.00                       | 14,440,133.00        | 93.26%            |

TOWN OF WAYLAND  
OPERATING EXPENDITURES BY DEPARTMENT  
GENERAL FUND  
THROUGH JUNE 30, 2013

|                                 | FY 2013<br>ORIGINAL | FY 2013<br>TRANSFERS | FY 2013<br>REVISED | FY 2013<br>EXPENDED | % OF CY<br>BUDGET | FY 2013<br>EXP & ENC | % OF CY<br>BUDGET | AVAILABLE<br>BALANCE | FY 2012<br>REVISED | FY 2012<br>EXP & ENC | % OF PY<br>BUDGET |
|---------------------------------|---------------------|----------------------|--------------------|---------------------|-------------------|----------------------|-------------------|----------------------|--------------------|----------------------|-------------------|
| <u>SHARED EXPENDITURES</u>      |                     |                      |                    |                     |                   |                      |                   |                      |                    |                      |                   |
| DEBT                            | 7,665,964.00        | -                    | 7,665,964.00       | 7,637,937.00        | 99.63%            | 7,637,937.00         | 99.63%            | 28,027.00            | 7,776,459.00       | 7,730,470.00         | 99.41%            |
| UNCLASSIFIED                    | 7,774,000.00        | (227,600.00)         | 7,546,400.00       | 6,196,167.00        | 82.11%            | 6,248,274.25         | 82.80%            | 1,298,125.75         | 9,785,687.00       | 8,248,957.00         | 84.30%            |
| RETIREMENT ASSESSMENT           | 3,171,056.00        | -                    | 3,171,056.00       | 3,171,056.00        | 100.00%           | 3,171,056.00         | 100.00%           | -                    | 3,420,633.00       | 3,420,633.00         | 100.00%           |
| SHARED EXPENDITURES             | 18,611,020.00       | (227,600.00)         | 18,383,420.00      | 17,005,160.00       | 92.50%            | 17,057,267.25        | 92.79%            | 1,326,152.75         | 20,982,779.00      | 19,400,060.00        | 92.46%            |
| <u>SCHOOL EXPENDITURES</u>      |                     |                      |                    |                     |                   |                      |                   |                      |                    |                      |                   |
| WAYLAND PUBLIC SCHOOL           | 32,526,704.00       | 459,202.00           | 32,985,906.00      | 32,562,972.00       | 98.72%            | 32,791,188.00        | 99.41%            | 194,718.00           | 31,780,372.00      | 20,543,496.89        | 64.64%            |
| SCHOOL EXPENDITURES             | 32,526,704.00       | 459,202.00           | 32,985,906.00      | 32,562,972.00       | 98.72%            | 32,791,188.00        | 99.41%            | 194,718.00           | 31,780,372.00      | 20,543,496.89        | 64.64%            |
| TOTAL TOWN MEETING G/F BUDGET   | 65,636,951.00       | 1,351,940.00         | 66,988,891.00      | 63,825,582.15       | 95.28%            | 64,394,177.25        | 96.13%            | 2,594,713.75         | 68,246,573.00      | 54,383,689.89        | 79.69%            |
| <u>TRANSFERS</u>                |                     |                      |                    |                     |                   |                      |                   |                      |                    |                      |                   |
| TRANSFERS TO OTHER FUNDS        | 755,000.00          | 170,000.00           | 925,000.00         | 925,000.00          | 100.00%           | 925,000.00           | 100.00%           | -                    | 2,560,000.00       | 2,560,000.00         | 100.00%           |
| TRANSFERS                       | 755,000.00          | 170,000.00           | 925,000.00         | 925,000.00          | 100.00%           | 925,000.00           | 100.00%           | -                    | 2,560,000.00       | 2,560,000.00         | 100.00%           |
| TOTAL G/F BUDGET WITH TRANSFERS | 66,391,951.00       | 1,521,940.00         | 67,913,891.00      | 64,750,582.15       | 95.34%            | 65,319,177.25        | 96.18%            | 2,594,713.75         | 70,806,573.00      | 56,943,689.89        | 80.42%            |
| <u>STATE ASSESSEMENTS</u>       |                     |                      |                    |                     |                   |                      |                   |                      |                    |                      |                   |
| STATE ASSESSMENTS & CHARGES     | 263,884.00          | (61,204.00)          | 202,680.00         | 185,367.00          | 91.46%            | 185,367.00           | 91.46%            | 17,313.00            | 229,464.00         | 191,501.00           | 83.46%            |
| STATE ASSESSMENTS & CHARGES     | 263,884.00          | (61,204.00)          | 202,680.00         | 185,367.00          | 91.46%            | 185,367.00           | 91.46%            | 17,313.00            | 229,464.00         | 191,501.00           | 83.46%            |
| TOTAL GENERAL FUND              | 66,655,835.00       | 1,460,736.00         | 68,116,571.00      | 64,935,949.15       | 95.33%            | 65,504,544.25        | 96.17%            | 2,612,026.75         | 71,036,037.00      | 57,135,190.89        | 80.43%            |

TOWN OF WAYLAND  
OPERATING REVENUE BY DEPARTMENT  
GENERAL FUND  
THROUGH JUNE 30, 2013

|                                   |            | FY 2013<br>ORIGINAL | FY 2013<br>REVISED | FY 2013<br>REVENUES | % OF CY<br>COLLECTED | UNCOLLECTED<br>REVENUE | FY 2012<br>REVENUE | FY 2013 - 2012<br>\$\$ VARIANCE | FY 2013 - 2012<br>% VARIANCE |
|-----------------------------------|------------|---------------------|--------------------|---------------------|----------------------|------------------------|--------------------|---------------------------------|------------------------------|
| <u>WATER ENTERPRISE FUND</u>      |            |                     |                    |                     |                      |                        |                    |                                 |                              |
| PENALTIES AND INTEREST            | 1050 41750 | 25,000.00           | 25,000.00          | 26,492.62           | 105.97%              | (1,492.62)             | 22,055.00          | 4,437.62                        |                              |
| WATER METER CHARGES               | 1050 42110 | 1,860,334.00        | 1,860,334.00       | 3,544,553.35        | 190.53%              | -                      | 2,622,665.00       | 921,888.35                      | 35.15%                       |
| LIENS                             | 1050 42111 | -                   | -                  | 139,228.71          | 0.00%                | -                      | 180,462.00         | (41,233.29)                     | -22.85%                      |
| WATER CAPITAL IMPROVEMENT         | 1050 42112 | -                   | -                  | 1,262.81            | 0.00%                | -                      | 155,898.00         | (154,635.19)                    | -99.19%                      |
| WATER ADMINISTRATION FEE          | 1050 42113 | 525,000.00          | 525,000.00         | 242,986.51          | 46.28%               | 282,013.49             | 337,379.00         | (94,392.49)                     | -27.98%                      |
| WATER SERVICE ORDER               | 1050 42114 | 40,000.00           | 40,000.00          | 31,454.25           | 78.64%               | 8,545.75               | 24,817.00          | 6,637.25                        | 26.74%                       |
| MISC. REVENUE                     | 1050 43299 | 50,000.00           | 50,000.00          | 202,323.84          | 404.65%              | -                      | 108,426.00         | 93,897.84                       | 86.60%                       |
| INTEREST ON SAVINGS               | 1050 48210 | -                   | -                  | 11,964.65           | 0.00%                | -                      | -                  | 11,964.65                       | 0.00%                        |
| TRANSFER FROM FUND 42             | 1019 49742 | -                   | -                  | 82,757.08           | 0.00%                | -                      | 3,536.00           | 79,221.08                       | 2240.42%                     |
| TOTAL WATER FUND                  |            | 2,500,334.00        | 2,500,334.00       | 4,283,023.82        | 171.30%              | 289,066.62             | 3,455,238.00       | 827,785.82                      | 23.96%                       |
|                                   |            |                     |                    |                     |                      |                        | 3,455,238.00       |                                 |                              |
| <u>SEPTAGE ENTERPRISE FUND</u>    |            |                     |                    |                     |                      |                        |                    |                                 |                              |
| SEPTAGE RECEIPTS                  | 1050 42116 | -                   | -                  | 1,974.00            | 0.00%                | -                      | -                  | -                               |                              |
| INTEREST ON SAVINGS               | 1050 48210 | -                   | -                  | 464.00              | 0.00%                | -                      | 416.00             | 48.00                           | 11.54%                       |
| TOTAL SEPTAGE FUND                |            | -                   | -                  | 2,438.00            | 0.00%                | -                      | 416.00             | 48.00                           | 11.54%                       |
| <u>WASTEWATER ENTERPRISE FUND</u> |            |                     |                    |                     |                      |                        |                    |                                 |                              |
| PENALTIES AND INTEREST            | 1050 41750 | -                   | -                  | 18,116.00           | 0.00%                | -                      | 7,348.00           | 10,768.00                       | 146.54%                      |
| WASTEWATER USER CHARGES           | 1050 42105 | 391,252.00          | 391,252.00         | 273,428.00          | 69.89%               | 117,824.00             | 244,348.00         | 29,080.00                       | 11.90%                       |
| BETTERMENTS                       | 1050 47501 | 24,000.00           | 24,000.00          | 17,132.00           | 71.38%               | 6,868.00               | 23,531.00          | (6,399.00)                      | -27.19%                      |
| BETTERMENT INTEREST               | 1050 47502 | 11,000.00           | 11,000.00          | 6,853.00            | 62.30%               | 4,147.00               | 10,589.00          | (3,736.00)                      | -35.28%                      |
| INTEREST ON SAVINGS               | 1050 48210 | 5,000.00            | 5,000.00           | 3,138.00            | 62.76%               | 1,862.00               | 16,886.00          | (13,748.00)                     | -81.42%                      |
| TOTAL STATE AID                   |            | 431,252.00          | 431,252.00         | 318,667.00          | 73.89%               | 130,701.00             | 302,702.00         | 5,197.00                        | 1.72%                        |
| TOTAL ENTERPRISE FUNDS            |            | 2,931,586.00        | 2,931,586.00       | 4,604,128.82        | 157.05%              | 419,767.62             | 3,758,356.00       | 833,030.82                      | 22.16%                       |

TOWN OF WAYLAND  
OPERATING EXPENDITURES BY DEPARTMENT  
ENTERPRISE FUNDS  
THROUGH JUNE 30, 2013

|                                   |      | FY 2013<br>ORIGINAL | FY 2013<br>CONT APPROP | FY 2013<br>REVISED | FY 2013<br>EXPENDED | % OF CY<br>BUDGET | FY 2013<br>EXP & ENC | % OF CY<br>BUDGET | AVAILABLE<br>BALANCE | FY 2012<br>REVISED | FY 2012<br>EXP & ENC | % OF PY<br>BUDGET |
|-----------------------------------|------|---------------------|------------------------|--------------------|---------------------|-------------------|----------------------|-------------------|----------------------|--------------------|----------------------|-------------------|
| <u>WATER ENTERPRISE FUND</u>      |      |                     |                        |                    |                     |                   |                      |                   |                      |                    |                      |                   |
| WATER DEPARTMENT                  | 4510 | 3,500,334.00        | 53,170.00              | 3,553,504.00       | 3,346,481.00        | 94.17%            | 3,416,555.00         | 96.15%            | 136,949.00           | 3,463,133.00       | 3,422,234.00         | 98.82%            |
| TRANSFERS TO OTHER FUNDS          | 9910 | 910,000.00          |                        | 910,000.00         | 910,000.00          | 100.00%           | 910,000.00           | 100.00%           | -                    | 50,000.00          | 50,000.00            | 100.00%           |
| TOTAL WATER FUND                  |      | 4,410,334.00        | 53,170.00              | 4,463,504.00       | 4,256,481.00        | 95.36%            | 4,326,555.00         | 96.93%            | 136,949.00           | 3,513,133.00       | 3,472,234.00         | 98.84%            |
| <u>SEPTAGE ENTERPRISE FUND</u>    |      |                     |                        |                    |                     |                   |                      |                   |                      |                    |                      |                   |
| SEPTAGE                           | 4420 | 32,807.00           | -                      | 32,807.00          | 32,807.00           | 100.00%           | 32,807.00            | 100.00%           | -                    | 40,233.00          | 30,233.00            | 75.14%            |
| TOTAL SEPTAGE FUND                | 4420 | 32,807.00           |                        | 32,807.00          | 32,807.00           | 100.00%           | 32,807.00            | 100.00%           | -                    | 40,233.00          | 30,233.00            | 75.14%            |
| <u>WASTEWATER ENTERPRISE FUND</u> |      |                     |                        |                    |                     |                   |                      |                   |                      |                    |                      |                   |
| WASTEWATER                        | 4430 | 635,160.00          | 35,000.00              | 670,160.00         | 599,182.00          | 89.41%            | 609,109.00           | 90.89%            | 61,051.00            | 567,175.00         | 560,764.00           | 98.87%            |
| TOTAL WASTEWATER FUND             | 4430 | 635,160.00          | 35,000.00              | 670,160.00         | 599,182.00          | 89.41%            | 609,109.00           | 90.89%            | 61,051.00            | 567,175.00         | 560,764.00           | 98.87%            |

TOWN OF WAYLAND  
OPERATING REVENUE BY DEPARTMENT  
GENERAL FUND  
THROUGH JUNE 30, 2013

| GENERAL FUND                              |      | FY 2013<br>ORIGINAL | FY 2013<br>REVISED | FY 2013<br>REVENUES | % OF CY<br>COLLECTED | UNCOLLECTED<br>REVENUE | FY 2012<br>REVENUE | FY 2013 - 2012<br>\$\$ VARIANCE | FY 2013 - 2012<br>% VARIANCE |
|---|------|---------------------|--------------------|---------------------|----------------------|------------------------|--------------------|---------------------------------|------------------------------|
| PERSONAL PROPERTY                         |      |                     |                    |                     |                      |                        |                    |                                 |                              |
|   | 1002 | 670,358.00          | 670,358.00         | 536,341.00          | 80.01%               | 13,018,684.67          | 658,055.00         | (121,714.00)                    | -18.50%                      |
| REAL ESTATE                               |      |                     |                    |                     |                      |                        |                    |                                 |                              |
|   | 1003 | 51,345,831.00       | 51,345,831.00      | 50,877,006.00       | 99.09%               | 253,516.75             | 54,317,580.00      | (3,440,574.00)                  | -6.33%                       |
| TAX TITLE REDEMED                         |      |                     |                    |                     |                      |                        |                    |                                 |                              |
|   | 1004 | -                   | -                  | 233,160.00          |                      | -                      | 165,721.00         | 67,439.00                       | -6.34%                       |
| TOTAL PROPERTY TAX                        |      | 52,016,189.00       | 52,016,189.00      | 51,646,507.00       | 99.29%               | 13,272,201.42          | 55,141,356.00      | (3,494,849.00)                  | -6.34%                       |
| LOCAL RECEIPTS                            |      |                     |                    |                     |                      |                        |                    |                                 |                              |
| Motor Vehicle Excise                      |      |                     |                    |                     |                      |                        |                    |                                 |                              |
|   | 1005 | 2,010,000.00        | 2,010,000.00       | 2,046,274.00        | 101.80%              | 348,072.09             | 2,003,728.00       | 42,546.00                       | 2.12%                        |
| Other Excise                              |      |                     |                    |                     |                      |                        |                    |                                 |                              |
|   | 1006 | 150,000.00          | 150,000.00         | 173,988.00          | 115.99%              | 19,977.06              | 166,962.00         | 7,026.00                        | 4.21%                        |
| Penalties and Interest                    |      |                     |                    |                     |                      |                        |                    |                                 |                              |
|   | 1007 | 150,000.00          | 150,000.00         | 216,711.00          | 144.47%              | (30,497.58)            | 205,124.00         | 11,587.00                       | 5.65%                        |
| Payment in Lieu of Taxes                  |      |                     |                    |                     |                      |                        |                    |                                 |                              |
|   | 1008 | 30,000.00           | 30,000.00          | 23,913.00           | 79.71%               | 6,086.05               | 33,348.48          | (9,435.48)                      | -28.29%                      |
| Fees                                      |      |                     |                    |                     |                      |                        |                    |                                 |                              |
|   | 1009 | 825,000.00          | 825,000.00         | 538,448.00          | 65.27%               | 449,694.36             | 712,193.00         | (173,745.00)                    | -24.40%                      |
| Licenses and Permits                      |      |                     |                    |                     |                      |                        |                    |                                 |                              |
|   | 1012 | 725,000.00          | 725,000.00         | 1,006,113.00        | 138.77%              | (90,049.75)            | 769,813.00         | 236,300.00                      | 30.76%                       |
| Special Assessments                       |      |                     |                    |                     |                      |                        |                    |                                 |                              |
|   | 1013 | 5,000.00            | 5,000.00           | 16,167.00           | 323.34%              | (5,391.67)             | 10,724.00          | 5,443.00                        | 50.76%                       |
| Fines and Forfeits                        |      |                     |                    |                     |                      |                        |                    |                                 |                              |
|   | 1014 | 55,000.00           | 55,000.00          | 81,911.00           | 148.93%              | (1,030.38)             | 89,602.00          | (7,691.00)                      | -8.58%                       |
| Investment Income                         |      |                     |                    |                     |                      |                        |                    |                                 |                              |
|   | 1015 | 225,000.00          | 225,000.00         | 96,832.00           | 0.00%                | 159,304.54             | 222,343.00         | (125,511.00)                    | -56.45%                      |
| Misc Recurring                            |      |                     |                    |                     |                      |                        |                    |                                 |                              |
|   |      | 4,175,000.00        | 4,175,000.00       | 4,200,357.00        | 100.61%              | 856,164.72             | 4,213,837.48       | (13,480.48)                     | -0.32%                       |
| TOTAL LOCAL RECEIPTS                      |      | 4,175,000.00        | 4,175,000.00       | 4,200,357.00        | 100.61%              | 856,164.72             | 4,213,837.48       | (13,480.48)                     | -0.32%                       |
| STATE AID                                 |      |                     |                    |                     |                      |                        |                    |                                 |                              |
| School Construction                       |      |                     |                    |                     |                      |                        |                    |                                 |                              |
|   | 1018 | 43,262.00           | 43,262.00          | 43,262.00           | 100.00%              | -                      | 370,164.00         | (326,902.00)                    | -88.31%                      |
| Chapter 70                                |      |                     |                    |                     |                      |                        |                    |                                 |                              |
|   | 1017 | 3,250,268.00        | 3,250,268.00       | 3,250,268.00        | 100.00%              | -                      | 3,144,868.00       | 105,400.00                      | 3.35%                        |
| Charter Tuition Assessment                |      |                     |                    |                     |                      |                        |                    |                                 |                              |
|   | 1017 | 14,726.00           | 14,726.00          | 3,669.00            | 24.92%               | 11,057.00              | 32,595.00          | (28,926.00)                     | -88.74%                      |
| Unrestricted Aid                          |      |                     |                    |                     |                      |                        |                    |                                 |                              |
|   | 1017 | 764,572.00          | 764,572.00         | 764,572.00          | 100.00%              | -                      | 764,572.00         | -                               | 0.00%                        |
| Veterans Benefits Chapter 115             |      |                     |                    |                     |                      |                        |                    |                                 |                              |
|   | 1017 | -                   | -                  | 6,294.00            |                      | (6,294.00)             | 7,089.00           | (795.00)                        | -11.21%                      |
| Misc State Revenue                        |      |                     |                    |                     |                      |                        |                    |                                 |                              |
|   | 1018 | -                   | -                  | -                   | 0.00%                | -                      | 67,376.00          | (67,376.00)                     | -100.00%                     |
| Exemption : Vets, Blind, Surviving Spouse |      |                     |                    |                     |                      |                        |                    |                                 |                              |
|   | 1017 | 35,893.00           | 35,893.00          | 8,033.00            | 22.38%               | 27,860.00              | 35,974.00          | (27,941.00)                     | -77.67%                      |
| State Owned Land Reimbursement            |      |                     |                    |                     |                      |                        |                    |                                 |                              |
|   | 1017 | 53,018.00           | 53,018.00          | 53,018.00           | 100.00%              | -                      | 53,002.00          | 16.00                           | 0.03%                        |
| TOTAL STATE AID                           |      | 4,161,739.00        | 4,161,739.00       | 4,129,116.00        | 99.22%               | 32,623.00              | 4,475,640.00       | (346,524.00)                    | -7.74%                       |
| TRANSFERS TO OTHER FUNDS                  |      |                     |                    |                     |                      |                        |                    |                                 |                              |
| TRANSFERS                                 |      |                     |                    |                     |                      |                        |                    |                                 |                              |
|   | 1019 | 470,000.00          | 470,000.00         | 497,614.00          | 105.88%              | (27,614.00)            | 1,573,636.00       | (1,076,022.00)                  | -68.38%                      |
| TOTAL TRANSFERS                           |      | 470,000.00          | 470,000.00         | 497,614.00          | 105.88%              | (27,614.00)            | 1,573,636.00       | (1,076,022.00)                  | -68.38%                      |
| MISCELLANEOUS                             |      |                     |                    |                     |                      |                        |                    |                                 |                              |
| Miscellaneous Recurring                   |      |                     |                    |                     |                      |                        |                    |                                 |                              |
|   | 1015 | -                   | -                  | -                   | -                    | -                      | 67,203.00          | 157,456.00                      | 234.30%                      |
| Miscellaneous Non Recurring               |      |                     |                    |                     |                      |                        |                    |                                 |                              |
|   | 1016 | -                   | -                  | 224,659.00          | -                    | -                      | 67,203.00          | 157,456.00                      | 234.30%                      |
| TOTAL MISCELLANEOUS                       |      | -                   | -                  | 224,659.00          | -                    | -                      | 67,203.00          | 157,456.00                      | 234.30%                      |
| TOTAL GENERAL FUND                        |      | 60,822,928.00       | 60,822,928.00      | 60,698,253.00       | 99.80%               | 14,133,375.14          | 65,471,672.48      | (4,773,419.48)                  | -7.29%                       |

Town of Wayland Special Revenue Funds  
Statement of Revenues, Expenditures and Fund Balance  
June 30, 2013

| Fund 23 CPA FUND            |       |                                    | Balance<br>July 1, 2012 | Transfers/<br>Adjustments | Revenues     | Expenditures | Encumbrances | Balance<br>June 30, 2013 |
|-----------------------------|-------|------------------------------------|-------------------------|---------------------------|--------------|--------------|--------------|--------------------------|
| 23161103                    | 54199 | DOCUMENT PRESERVATION              | -                       | 109,567.00                | -            | 109,335.00   | -            | 232.00                   |
| 23196103                    | 54199 | SWQC WEED MGMT                     | 5,000.00                | -                         | -            | -            | -            | 5,000.00                 |
| 23198303                    | 54199 | CPA ADMIN                          | 15,853.00               | -                         | -            | 15,697.11    | -            | 155.89                   |
| 23198603                    | 54199 | NIKE SITE - SILOS                  | 78,308.96               | -                         | -            | -            | -            | 78,308.96                |
| 23198703                    | 54199 | RAILROAD FREIGHT HOUSE             | 0.89                    | -                         | -            | -            | -            | 0.89                     |
| 23198803                    | 54199 | RAIL TRAIL                         | 25,000.00               | -                         | -            | -            | -            | 25,000.00                |
| 23198903                    | 54199 | VOKES THEATRE                      | 600.00                  | -                         | -            | -            | -            | 600.00                   |
| 23199003                    | 54199 | MAINSTONE FARM                     | 7,750.00                | -                         | -            | 7,000.00     | -            | 750.00                   |
| 23199203                    | 54199 | BOSTON POST RD PRE-PERMITTING      | 90,000.00               | -                         | -            | -            | -            | 90,000.00                |
| 23199303                    | 54199 | STONEBRIDGE RD-AFFORDABLE HOUSING  | 356,000.00              | -                         | -            | 130,249.31   | 55,291.41    | 170,459.28               |
| 23199304                    | 54199 | LOKER FIELD ART 14                 | 92,000.00               | -                         | -            | -            | -            | 92,000.00                |
| 23651403                    | 54199 | IMPROVE MEMORIALS & MONUMENTS      | 4,000.00                | -                         | -            | -            | -            | 4,000.00                 |
| TOTALS                      |       |                                    | 674,512.85              | 109,567.00                | -            | 262,281.42   | 55,291.41    | 466,507.02               |
| Fund 24 TOWN REVOLVING FUND |       |                                    |                         |                           |              |              |              |                          |
| 24122400                    | 54199 | TOWN CENTER GIFT                   | 123,787.08              | -                         | -            | 45,910.99    | -            | 77,876.09                |
| 24122600                    | 54199 | RAYTHEON ENVIRONMENT               | 7,392.34                | -                         | -            | 3,651.25     | -            | 3,741.09                 |
| 24122700                    | 52167 | TOWN CENTER REVOLVING              | 154,776.86              | -                         | 293.50       | 17,889.10    | -            | 137,181.26               |
| 24122800                    | 54199 | RAIL TRAIL GIFTS/DONATIONS         | 3,841.71                | -                         | 100.00       | 749.85       | 344.25       | 2,847.61                 |
| 24122900                    | 54199 | WAVELAND GIFTS                     | 13,896.40               | -                         | 2,000.00     | 9,750.00     | -            | 6,146.40                 |
| 24123100                    | 54199 | 375TH CELEBRATION                  | -                       | -                         | 36,436.34    | 1,663.17     | -            | 34,873.17                |
| 24123301                    | 54199 | BEAUTIFICATION                     | -                       | -                         | 500.00       | -            | -            | 500.00                   |
| 24123300                    | 54199 | SODA MACHINE                       | 528.61                  | -                         | -            | 528.16       | -            | 0.45                     |
| 24135100                    | 54199 | RECEIPT RES SALE OF R.E.           | 542,484.55              | -                         | 32,700.00    | -            | -            | 575,184.55               |
| 24135200                    | 54199 | FLEX ADMIN                         | 87,403.87               | -                         | -            | -            | -            | 87,403.87                |
| 24135800                    | 54199 | ELECTION REIMBURSEMENT             | -                       | -                         | 2,163.00     | -            | -            | 2,163.00                 |
| 24155400                    | 54199 | I.T. NETWORK                       | 45,608.00               | -                         | -            | 9,984.00     | -            | 35,624.00                |
| 24170900                    | 54199 | RECEIPT RES CONCOM RECEIPTS        | 118,006.68              | -                         | -            | -            | -            | 118,006.68               |
| 24171100                    | 54199 | CONSERVATION GIFTS                 | 42,635.72               | -                         | -            | -            | -            | 42,635.72                |
| 24171300                    | 54199 | WETLAND FILING FEE                 | 24,424.75               | -                         | 3,712.50     | -            | -            | 28,137.25                |
| 24192500                    | 54199 | GREEN COMMUNITIES                  | 17,229.04               | -                         | -            | 3,523.01     | 12,514.24    | 1,191.79                 |
| 24192600                    | 54199 | CLEAN ENERGY CENTER                | -                       | -                         | 1,770.67     | -            | -            | 1,770.67                 |
| 24195100                    | 54199 | HIST COMMISSION MARKERS            | 2,562.00                | -                         | 2,575.00     | -            | -            | 5,137.00                 |
| 24196300                    | 54199 | DUDLEY GRANT                       | 16,538.50               | -                         | 7,572.00     | -            | -            | 24,110.50                |
| 24198100                    | 54199 | VETERAN'S MEMORIAL DONATIONS       | 16,878.64               | -                         | (416.50)     | -            | -            | 16,462.04                |
| 24198200                    | 54199 | HOUSING FUND                       | 51,339.83               | -                         | -            | -            | -            | 51,339.83                |
| 24199700                    | 54199 | HRA                                | 135,000.00              | -                         | -            | 133,108.00   | 1,892.00     | -                        |
| 24199900                    | 54199 | CAF PLAN                           | 135,466.74              | -                         | 249,770.80   | 231,238.11   | -            | 153,999.43               |
| 24210100                    | 54199 | POLICE GIFTS                       | 2,390.64                | -                         | 388.54       | 434.75       | -            | 2,344.33                 |
| 24210200                    | 54199 | POLICE FID ACCT                    | 19,250.66               | -                         | 15,365.00    | 11,375.00    | -            | 23,240.66                |
| 24210700                    | 54199 | EMPG GRANT                         | -                       | -                         | 2,684.71     | 4,184.71     | -            | (1,500.00)               |
| 24210800                    | 51001 | POLICE DETAIL                      | 11,208.66               | -                         | 409,028.50   | 387,117.64   | -            | 33,119.52                |
| 24220100                    | 54199 | FIRE/AMBULANCE GIFTS               | 686.42                  | -                         | 660.00       | -            | -            | 1,246.42                 |
| 24220200                    | 54199 | FIRE DEPT-SAFE                     | 7,490.97                | -                         | 4,625.00     | 688.45       | -            | 11,427.52                |
| 24220700                    | 54199 | FIRE CO DETECTORS/GIFTS            | 518.09                  | -                         | -            | -            | -            | 518.09                   |
| 24220900                    | 54199 | AMBULANCE RECEIPTS                 | 1,320,813.03            | -                         | 416,666.08   | 360,000.00   | -            | 1,377,479.11             |
| 24422100                    | 54199 | HIGHWAY GIFTS                      | 5,443.87                | -                         | -            | 5,400.00     | -            | 43.87                    |
| 24422400                    | 54199 | STREET/SIDEWALK REFUNDABLE DEP     | 41,445.12               | -                         | 9,210.00     | 5,698.00     | -            | 44,957.12                |
| 24423300                    | 59710 | STORM REIMB-IRENE                  | -                       | -                         | 11,343.00    | 11,343.00    | -            | -                        |
| 24423400                    | 54199 | STORM REIMB-OCT STORM              | (29,744.42)             | -                         | 34,099.42    | 4,355.00     | -            | 3,287.67                 |
| 24453100                    | 54199 | WATER CONSERVATION GRANT           | 3,287.67                | -                         | -            | -            | -            | 3,287.67                 |
| 24494000                    | 54199 | TRANSFER STATION                   | 186,560.52              | 1,962.33                  | 473,223.28   | 343,369.01   | 35,963.58    | 282,423.54               |
| 24494100                    | 54199 | DIRT ACCT                          | 17,490.00               | 35,700.00                 | -            | 35,700.00    | -            | 17,490.00                |
| 24510900                    | 54199 | BOH TITLE & BETTERMENT             | 88,919.13               | -                         | 7,419.17     | 16,302.00    | -            | 80,036.30                |
| 24511800                    | 54199 | BOH/FLU SHOT REIMB                 | 26,663.25               | -                         | 3,009.48     | 17,020.06    | -            | 12,652.67                |
| 24546100                    | 54199 | COA REVOLVING                      | 89,592.14               | -                         | 32,035.05    | 34,452.23    | -            | 87,174.96                |
| 24546200                    | 54199 | COA GIFT FUND                      | 18,896.48               | -                         | 1,890.00     | -            | -            | 20,786.48                |
| 24546300                    | 54199 | ELDER AFFAIRS GRANT                | 11,544.41               | -                         | 21,357.00    | 15,707.99    | -            | 17,193.42                |
| 24612100                    | 54199 | STATE AID TO LIBRARIES             | 70,099.31               | -                         | 10,859.10    | 23,042.69    | -            | 57,915.72                |
| 24612200                    | 54199 | LIBRARY AUTOMATION ACCT            | 1,492.37                | -                         | 2,341.68     | 3,751.39     | -            | 82.66                    |
| 24612300                    | 54199 | LIBRARY CHILDRENS CENTER ROOM      | 553.03                  | -                         | -            | 553.03       | -            | -                        |
| 24612400                    | 54199 | LIBRARY GIFTS                      | 10,620.85               | -                         | 3,833.66     | -            | -            | 14,454.51                |
| 24650100                    | 54199 | TURF FIELD                         | 107,563.46              | -                         | 27,878.00    | 750.00       | -            | 134,691.46               |
| 24651300                    | 54199 | HANNAH WILLIAMS PLAYGROUND         | 62.97                   | -                         | 422.38       | -            | -            | 485.35                   |
| 24651500                    | 54199 | RECEIPTS RES-SALE OF CEMETERY LOTS | 142,919.23              | -                         | 5,040.00     | -            | -            | 147,959.23               |
| 24652000                    | 51001 | RECREATION REVOLVING               | 94,367.22               | -                         | 777,367.69   | 425,650.77   | 2,317.31     | 443,766.83               |
| 24652200                    | 54199 | RECREATION GIFTS                   | 8,277.97                | -                         | -            | -            | -            | 8,277.97                 |
| 24652400                    | 54199 | CLAYPIT RING GIFTS                 | -                       | -                         | 4,650.00     | 4,199.05     | -            | 450.95                   |
| 24653600                    | 54199 | CULTURAL COUNCIL                   | 1,969.75                | -                         | 3,877.48     | 2,229.00     | -            | 3,618.23                 |
| 24922100                    | 54199 | INSURANCE REIMBURSEMENT < 20K      | 80,590.34               | -                         | -            | -            | -            | 80,590.34                |
| TOTALS                      |       |                                    | 3,880,773.96            | 37,662.33                 | 2,618,361.63 | 2,171,219.41 | 53,021.38    | 4,312,547.02             |

|  |       |                                      | Balance<br>July 1, 2012 | Transfers/<br>Adjustments | Revenues            | Expenditures        | Encumbrances      | Balance<br>June 30, 2013 |
|--|-------|--------------------------------------|-------------------------|---------------------------|---------------------|---------------------|-------------------|--------------------------|
| <b>Fund 25 TOWN REVOLVING FUND</b>       |       |                                      |                         |                           |                     |                     |                   |                          |
| 25709260                                 | 55103 | 3110 BASE                            | 461,674.20              | 3,810.67                  | 1,011,989.04        | 921,843.24          | 4,257.81          | 551,372.86               |
| 25709360                                 | 55103 | 3111 PEGASUS                         | 260,267.53              | 911.24                    | 291,315.00          | 260,405.80          | 4,796.70          | 287,291.27               |
| 25709160                                 | 55104 | 3112 TCW                             | 283,721.39              | 9,379.36                  | 832,667.00          | 889,485.00          | 12,383.94         | 223,898.81               |
| 25709460                                 | 55480 | 3113 GLOBAL LANGUAGE                 | 46,893.24               | -                         | 8,877.40            | 2,884.50            | -                 | 52,886.14                |
| 25709560                                 | 55480 | 3114 TUTORING                        | 36,559.78               | -                         | 32,447.47           | 27,034.68           | 122.84            | 41,849.73                |
| 25709060                                 | 55380 | 3115 ENRICHMENT                      | 33,104.10               | -                         | 101,884.86          | 82,317.62           | 1,685.78          | 50,985.56                |
| 25603312                                 | 55120 | 3116 FULL DAY KINDERGARTEN           | 48,833.11               | 1,413.20                  | 409,189.12          | 400,240.93          | 2,628.00          | 56,566.50                |
| 25798540                                 | 55222 | 3120 SCHOOL LUNCH                    | 155,527.05              | -                         | 957,692.38          | 1,012,342.80        | -                 | 100,876.63               |
| 25250841                                 | 55411 | 3130 ATHLETICS                       | 9,840.00                | -                         | 290,586.54          | 280,889.24          | -                 | 19,537.30                |
| 25200542                                 | 55180 | 3131 COACH                           | -                       | -                         | 12,922.03           | 6,322.19            | -                 | 6,599.84                 |
| 25250841                                 | 55480 | 3132 OTHER CONTRACT                  | -                       | -                         | 51,852.38           | 18,487.82           | -                 | 33,364.56                |
| 25250841                                 | 55180 | 3135 ICE HOCKEY                      | 15,947.13               | -                         | 55,006.62           | 48,644.74           | -                 | 22,309.01                |
| 25250841                                 | 55180 | 3136 WEIGHT ROOM REVOLVING           | 587.00                  | -                         | -                   | -                   | -                 | 587.00                   |
| 25200243                                 | 55306 | 3140 HS PARKING FEES                 | 1,782.65                | 1,075.50                  | 80,626.00           | 53,475.97           | -                 | 30,008.18                |
| 25206642                                 | 55181 | 3141 HS ACTIVITY FEES                | 3,650.00                | -                         | -                   | 1,884.77            | 1,700.57          | 64.66                    |
| 25154315                                 | 55150 | 3146 INSTRUMENTAL MUSIC FEES         | 29,988.90               | 3,614.00                  | 63,583.00           | 74,508.93           | -                 | 22,676.97                |
| 25157339                                 | 55480 | 3150 TRANSPORTATION FEES             | 156,871.40              | 300.00                    | 186,265.20          | 195,436.37          | -                 | 148,000.23               |
| 25152144                                 | 55356 | 3160 BUILDING USE FEES               | 39,096.16               | -                         | 41,791.80           | 55,974.64           | -                 | 24,913.32                |
| 25140726                                 | 55516 | 3200 WPSF                            | (9,679.14)              | 7,904.78                  | 238,569.70          | 234,886.76          | 276.10            | 1,632.48                 |
| 25708004                                 | 55480 | 3210 METCO REVOLVING                 | 22,818.70               | 5,039.62                  | 92,280.94           | 71,294.34           | 549.55            | 48,295.37                |
| 25203815                                 | 55150 | 3215 SCHOOL CABLE STUDIO             | 18,172.02               | -                         | -                   | 18,172.02           | -                 | -                        |
| 25120202                                 | 55480 | 3220 GENERAL GIFTS                   | 13,463.48               | -                         | 2,050.00            | 4,082.28            | -                 | 11,431.20                |
| 25300542                                 | 55480 | 3221 HANEY GIFT                      | 2,535.75                | -                         | -                   | 64.22               | 2,423.62          | 47.91                    |
| 25141425                                 | 55413 | 3225 PROF DEV REVOLVING              | 27,420.26               | 8,600.00                  | 19,865.00           | 27,459.18           | 15,026.04         | 13,400.04                |
| 25141410                                 | 55515 | 3226 CURRICULUM                      | 6,490.80                | -                         | -                   | -                   | -                 | 6,490.80                 |
| 25183125                                 | 55680 | 3231 ERATE ACCOUNT                   | 16,640.69               | -                         | 22,093.30           | 20,814.60           | -                 | 16,919.39                |
| 25200229                                 | 55521 | 3240 HIGH SCHOOL GIFT                | 11,740.53               | -                         | 5,193.01            | 15,661.09           | -                 | 1,272.45                 |
| 25300229                                 | 55521 | 3241 MIDDLE SCHOOL GIFT              | 4,007.31                | 763.75                    | 500.00              | 4,745.39            | -                 | 525.67                   |
| 25400229                                 | 55521 | 3242 CLAYPIT HILL GIFT               | 641.79                  | 98.84                     | 110.00              | -                   | -                 | 850.63                   |
| 25500229                                 | 55521 | 3243 HAPPY HOLLOW GIFT               | 110.56                  | 597.50                    | 1,142.77            | 1,086.70            | -                 | 764.13                   |
| 25600229                                 | 55521 | 3244 LOKER GIFT                      | 1,354.47                | -                         | 150.48              | 94.97               | -                 | 1,409.98                 |
| 25709160                                 | 55480 | 3245 CHILDREN'S WAY GIFT             | 16,402.76               | 701.95                    | 1,801.05            | 9,513.49            | -                 | 9,392.27                 |
| 25200226                                 | 55517 | 3246 HIGH SCHOOL LOST BOOKS          | 2,377.50                | -                         | 216.84              | 1,990.77            | -                 | 603.57                   |
| 25300226                                 | 55517 | 3247 MIDDLE SCHOOL LOST BOOKS        | 6,444.68                | -                         | -                   | 6,040.30            | 372.10            | 31.75                    |
| 25400226                                 | 55518 | 3248 CLAYPIT HILL LOST BOOKS         | 313.47                  | -                         | 174.92              | -                   | -                 | 488.39                   |
| 25600226                                 | 55517 | 3249 HAPPY HOLLOW LOST BOOKS         | 3.08                    | -                         | 200.91              | -                   | -                 | 203.99                   |
| 25201126                                 | 55505 | 3311 FRANCIS SMITH DIGNITAS AWARD    | 1,609.55                | -                         | 3.19                | -                   | -                 | 1,612.74                 |
| 25203128                                 | 55564 | 3340 HS STUDENT COMPUTER MAINTENANCE | 1,020.00                | -                         | 41,610.00           | 18,772.45           | -                 | 23,857.55                |
| 25166271                                 | 55650 | 3417 SPED CIRCUIT BREAKER            | 493,747.44              | -                         | 362,631.00          | 508,712.00          | -                 | 347,666.44               |
| 25207716                                 | 55521 | 3432 FY12 ACAD SUPPORT               | 1,347.07                | -                         | -                   | 1,347.07            | -                 | -                        |
| 25207716                                 | 55150 | 3433 TEACHER                         | -                       | -                         | 4,900.00            | 2,350.00            | -                 | 2,550.00                 |
| 25708004                                 | 55103 | 3473 FY13 METCO                      | -                       | -                         | 605,009.00          | 603,659.16          | -                 | 1,349.84                 |
| 25166216                                 | 55150 | 3502 FY12 SPED 240                   | 35,197.20               | 1,353.85                  | -                   | 36,551.05           | -                 | 0.00                     |
| 25166216                                 | 55150 | 3503 FY13 SPED 240                   | -                       | -                         | 546,322.00          | 548,843.05          | 1,950.00          | (4,471.05)               |
| 25166220                                 | 55302 | 3513 FY13 SPED EARLY CHILDHOOD       | -                       | -                         | 12,163.00           | -                   | -                 | -                        |
| 25166225                                 | 55676 | 3522 FY12 SPED PROGRAM IMPROVEMENT   | 28,820.00               | -                         | -                   | 28,820.00           | -                 | -                        |
| 25166225                                 | 55676 | 3523 FY13 SPED PROGRAM IMPROVEMENT   | -                       | -                         | 14,164.00           | 3,064.00            | 12,190.00         | (1,090.00)               |
| 25130725                                 | 55527 | 3532 FY12 TITLE IIA                  | 3,145.99                | -                         | 37,204.00           | 40,349.99           | -                 | -                        |
| 253100                                   | 55527 | 3583 FY 13 TITLE I                   | -                       | -                         | 4,823.00            | -                   | -                 | 4,823.00                 |
| 25162504                                 | 55103 | 3579 FY09 SUBSTANCE ABUSE PREVE      | (37,677.14)             | 1,790.51                  | 118,755.86          | 109,410.48          | 5,538.60          | (32,079.85)              |
| 25144010                                 | 55103 | 3582 FY12 TITLE I                    | 9,055.00                | -                         | 32,105.00           | 41,160.00           | -                 | -                        |
| 25166216                                 | 55150 | 3603 TEACHER                         | -                       | -                         | 3,000.00            | 2,989.41            | -                 | 10.59                    |
| 25166220                                 | 55302 | 3613 TEACHING ASSIST                 | -                       | -                         | 3,603.00            | 3,603.00            | -                 | -                        |
| <b>TOTALS</b>                            |       |                                      | <b>2,260,867.46</b>     | <b>47,354.77</b>          | <b>6,599,337.81</b> | <b>6,709,880.01</b> | <b>65,901.65</b>  | <b>2,131,777.85</b>      |
| <b>SUB-TOTAL SPEC REV-(24 &amp; 25 )</b> |       |                                      | <b>6,141,641.41</b>     | <b>85,017.10</b>          | <b>9,217,689.34</b> | <b>8,881,099.42</b> | <b>118,923.03</b> | <b>6,444,324.87</b>      |
| 25206642                                 | 55480 | 3620 HS STUDENT ACTIVITY             | -                       | 183,037.06                | 305,069.40          | 366,994.44          | -                 | 121,112.02               |
| 25207135                                 | 55398 | 3621 TESTING-PAYROLL                 | -                       | -                         | 33,365.43           | 29,465.00           | 571.00            | 3,329.43                 |
| 25306642                                 | 55480 | 3630 MS STUDENT ACTIVITY             | -                       | 70,069.63                 | 165,186.90          | 168,992.88          | -                 | 66,263.65                |
| 25406642                                 | 55480 | 3640 CH STUDENT ACTIVITY             | -                       | 9,336.53                  | 25,777.74           | 24,763.55           | -                 | 10,350.72                |
| 25506642                                 | 55480 | 3650 HH STUDENT ACTIVITY             | -                       | 17,441.73                 | 21,653.52           | 17,587.75           | -                 | 21,507.50                |
| 25606642                                 | 55480 | 3660 LO STUDENT ACTIVITY             | -                       | 8,265.46                  | 3,578.25            | 2,366.76            | -                 | 9,476.95                 |
| <b>TOTALS</b>                            |       |                                      | <b>-</b>                | <b>288,150.41</b>         | <b>554,631.24</b>   | <b>610,170.38</b>   | <b>571.00</b>     | <b>232,040.27</b>        |
| <b>Fund 83 TO 85 TOWN TRUST FUNDS</b>    |       |                                      |                         |                           |                     |                     |                   |                          |
| 83970000                                 | 54199 | STABILIZATION FUND                   | -                       | 1,535,790.82              | 3,329.87            | -                   | -                 | 1,539,120.69             |
| 83970200                                 | 54199 | NON-INSURANCE FUND                   | -                       | 1,187,601.25              | -                   | -                   | -                 | 1,187,601.25             |
| 84970300                                 | 54199 | OPEB                                 | -                       | 9,859,540.14              | 747,370.76          | -                   | -                 | 10,606,910.90            |
| 85971000                                 | 54199 | VANGUARD TRUST                       | -                       | 2,770,679.48              | 324,762.98          | 100,717.52          | -                 | 2,994,714.94             |
| <b>TOTALS</b>                            |       |                                      | <b>-</b>                | <b>15,353,611.69</b>      | <b>1,075,463.61</b> | <b>100,717.52</b>   | <b>-</b>          | <b>16,328,347.78</b>     |



**Town of Wayland Capital Projects**  
**Statement of Revenues, Expenditures and Fund Balance**  
**June 30, 2013**

| Town Capital-40   |       | Object                              | Project # | Project Description | New Fiscal 2013 Projects | Prior Years Project Balances | Fiscal 2013 Revenues | Expenditures        | Encumbrances      | (OFS)OFU         | Balance June 30, 2013 | Less Encumbrances   | Less Amounts Not Borrowed | Ending Balance 6/30/2012 |
|-------------------|-------|-------------------------------------|-----------|---------------------|--------------------------|------------------------------|----------------------|---------------------|-------------------|------------------|-----------------------|---------------------|---------------------------|--------------------------|
| 40141103          | 58500 | ASSESSOR EQUIPMENT                  |           |                     | -                        | 147,533.62                   | -                    | 41,302.29           | 60,540.24         | -                | 45,691.09             | 106,231.33          | -                         | 106,231.33               |
| 40155103          | 58500 | LT. EQUIPMENT                       |           |                     | 185,000.00               | 28,015.78                    | -                    | 213,015.78          | -                 | -                | -                     | -                   | -                         | -                        |
| 40155203          | 58500 | LT. FINANCIAL SOFTWARE              |           |                     | -                        | -                            | -                    | -                   | -                 | -                | -                     | -                   | -                         | -                        |
| 40171403          | 58215 | DAM REPAIRS                         |           |                     | -                        | 100,000.00                   | -                    | 7,030.00            | -                 | -                | 92,970.00             | -                   | -                         | 92,970.00                |
| 40171503          | 52100 | STORMWATER MAPPING                  |           |                     | -                        | 35,000.00                    | -                    | -                   | -                 | -                | -                     | -                   | -                         | -                        |
| 40192103          | 58201 | TOWN BUILDING REPAIRS               |           |                     | -                        | 228,102.63                   | -                    | 141,826.65          | 11,902.14         | -                | 74,373.84             | -                   | -                         | 86,275.98                |
| 40192203          | 58201 | FY 13 BUILDING REPAIRS              |           |                     | 180,000.00               | -                            | -                    | 101,527.00          | -                 | -                | 78,473.00             | -                   | -                         | 78,473.00                |
| 40211103          | 58500 | JCC CAPITAL EQUIPMENT               |           |                     | 35,000.00                | -                            | -                    | 35,000.00           | -                 | -                | -                     | -                   | -                         | -                        |
| 40210603          | 58500 | POLICE CAPITAL EQUIPMENT            |           |                     | -                        | -                            | -                    | -                   | -                 | -                | -                     | -                   | -                         | -                        |
| 40211203          | 58500 | PUBLIC SAFETY BUILDING REPAIRS      |           |                     | -                        | 1,538,797.79                 | -                    | 1,101,382.00        | 84,981.50         | -                | 352,434.29            | -                   | -                         | 437,415.79               |
| 40212403          | 58502 | FIRE EQUIPMENT                      |           |                     | -                        | -                            | -                    | -                   | -                 | 1,504.00         | (1,504.00)            | -                   | -                         | (1,504.00)               |
| 40212503          | 58502 | FIRE VEHICLES                       |           |                     | -                        | -                            | -                    | -                   | -                 | -                | -                     | -                   | -                         | -                        |
| 40421503          | 58502 | HIGHWAY CH90                        |           |                     | -                        | -                            | 85,132.85            | -                   | -                 | -                | (100,000.00)          | -                   | -                         | (4,280.56)               |
| 4042503           | 58300 | HIGHWAY EQUIPMENT                   |           |                     | -                        | -                            | -                    | 89,413.41           | 95,719.44         | 10,412.38        | -                     | -                   | -                         | -                        |
| 40425303          | 58500 | HIGHWAY VEHICLES                    |           |                     | 295,000.00               | -                            | -                    | 284,587.62          | -                 | -                | -                     | -                   | -                         | 6,983.79                 |
| 40425803          | 58502 | HIGHWAY SIDEWALKS                   |           |                     | 270,000.00               | -                            | -                    | 263,016.21          | 6,983.79          | -                | (0.00)                | -                   | -                         | 31,006.70                |
| 4042603           | 58300 | NEW DPW FACILITY STUDY              |           |                     | -                        | 65,706.70                    | -                    | 34,700.00           | -                 | -                | 174,650.00            | -                   | -                         | 174,650.00               |
| 40426203          | 58202 | HWY ROADWORK DESIGN (27/30)         |           |                     | -                        | 906,170.00                   | -                    | 731,520.00          | -                 | -                | 2,327.77              | -                   | -                         | 2,327.77                 |
| 40426303          | 58215 | HWY TRAFFIC CALMING                 |           |                     | -                        | 2,327.77                     | -                    | -                   | -                 | -                | -                     | -                   | -                         | -                        |
| 40426403          | 58215 | DRAINAGE IMPROVEMENTS               |           |                     | -                        | 21,013.54                    | -                    | 41,064.59           | -                 | -                | 21,013.54             | -                   | -                         | 21,013.54                |
| 40426503          | 58300 | ROAD CONSTRUCTION                   |           |                     | -                        | 157,678.30                   | -                    | 116,729.41          | 37,569.30         | -                | 116,613.71            | -                   | -                         | 116,613.71               |
| 40426603          | 58300 | TF STATION CAPPING                  |           |                     | 200,000.00               | -                            | -                    | 41,566.47           | 14,126.43         | -                | 45,701.29             | -                   | -                         | 83,270.59                |
| 40426703          | 58215 | COA FEASIBILITY STUDY               |           |                     | -                        | 56,341.45                    | -                    | -                   | -                 | -                | 648.55                | -                   | -                         | 14,774.98                |
| 40546403          | 52100 | PARKS FIELD RENOVATION              |           |                     | 75,000.00                | 69,467.10                    | -                    | 59,782.81           | 32,221.00         | -                | 52,463.29             | -                   | -                         | 84,684.29                |
| 40650303          | 52100 | FIELD ANALYSIS                      |           |                     | -                        | 67,511.00                    | -                    | -                   | -                 | -                | 67,511.00             | -                   | -                         | 67,511.00                |
| 40651003          | 58215 | HANNAH WILLIAMS PLAYGROUND          |           |                     | -                        | -                            | -                    | -                   | -                 | -                | -                     | -                   | -                         | -                        |
| 40651303          | 58215 | BEACH HOUSE                         |           |                     | -                        | 125,533.34                   | -                    | 103,395.53          | -                 | -                | 22,137.81             | -                   | -                         | 22,137.81                |
| 40651503          | 58215 | CEMENTORY SITE IMPROVEMENTS         |           |                     | 20,000.00                | 47,474.38                    | -                    | 10,135.15           | 20,917.10         | -                | 36,422.13             | -                   | -                         | 57,339.23                |
| 40652303          | 58215 | BEACH IMPROVEMENTS                  |           |                     | -                        | 75,000.00                    | -                    | 157,351.22          | -                 | -                | 47,648.78             | -                   | -                         | 47,648.78                |
|                   |       | Re PAYMENT OF TEMP BORROWING        |           |                     | -                        | -                            | -                    | 1,360,000.00        | -                 | -                | (1,360,000.00)        | -                   | -                         | (1,360,000.00)           |
|                   |       | BOND PROCEEDS- REFUNDING            |           |                     | -                        | -                            | 1,314,000.00         | -                   | -                 | -                | 1,314,000.00          | -                   | -                         | 1,314,000.00             |
|                   |       | <b>Town Capital Total</b>           |           |                     | <b>1,390,000.00</b>      | <b>3,671,673.40</b>          | <b>1,399,132.85</b>  | <b>4,969,346.14</b> | <b>364,900.94</b> | <b>11,916.38</b> | <b>1,114,582.79</b>   | <b>1,479,543.73</b> | <b>-</b>                  | <b>1,479,543.73</b>      |
|                   |       |                                     |           |                     |                          |                              |                      |                     |                   |                  |                       |                     |                           |                          |
| School Capital-41 |       |                                     |           |                     |                          |                              |                      |                     |                   |                  |                       |                     |                           |                          |
| 41116048          | 55480 | MIDDLE SCH RENOVATIONS              | 3700      |                     | -                        | -                            | -                    | 134,184.84          | 145,241.34        | -                | 1,220,573.82          | 1,365,815.16        | -                         | 54,046.00                |
| 41307948          | 55480 | 3701 MIDDLE SCH ROOF FY 13          |           |                     | -                        | -                            | -                    | -                   | -                 | -                | -                     | -                   | -                         | 1,365,815.16             |
| 41152148          | 55451 | 3750 FY10 BUILDING REPAIRS          |           |                     | -                        | -                            | -                    | -                   | -                 | -                | -                     | -                   | -                         | -                        |
| 41152148          | 55451 | 3752 FY12 BUILDING REPAIRS          |           |                     | 48,613.36                | -                            | -                    | -                   | -                 | -                | 48,613.36             | -                   | -                         | 48,613.36                |
| 41407947          | 55480 | 3753 FY13 BUILDING REPAIRS          |           |                     | 190,000.00               | -                            | -                    | -                   | -                 | -                | 190,000.00            | -                   | -                         | 190,000.00               |
| 41152148          | 55451 | 3757 FY07 BUILDING REPAIRS          |           |                     | -                        | -                            | -                    | -                   | -                 | -                | -                     | -                   | -                         | -                        |
| 41152148          | 55480 | 3759 FY09 BUILDING REPAIRS          |           |                     | -                        | 227,890.00                   | -                    | -                   | 79,566.44         | -                | 148,333.56            | 227,890.00          | -                         | 227,890.00               |
| 41152166          | 55597 | 3761 FY12 CAPITAL EQUIPMENT-VEHICLE |           |                     | -                        | -                            | -                    | -                   | -                 | -                | -                     | -                   | -                         | -                        |
| 41157366          | 55597 | 3762 FY13 CAPITAL EQUIPMENT-BUS     |           |                     | 70,000.00                | -                            | -                    | 70,000.00           | -                 | -                | 60,000.00             | -                   | -                         | 60,000.00                |
| 41172164          | 55564 | 3763 FY13 CAPITAL EQUIPMENT-OTHER   |           |                     | 110,000.00               | -                            | -                    | 50,000.00           | -                 | -                | 0.00                  | -                   | -                         | 0.00                     |
| 41183131          | 55530 | 3771 FY11 CAPITAL TECHNOLOGY        |           |                     | -                        | 45,912.19                    | -                    | 38,848.25           | 7,063.94          | -                | 21,101.00             | -                   | -                         | 7,063.94                 |
| 41183131          | 55530 | 3772 FY12 CAPITAL TECHNOLOGY        |           |                     | -                        | -                            | -                    | 28,899.00           | -                 | -                | -                     | -                   | -                         | 21,101.00                |
| 41183165          | 55480 | 3773 FY13 CAPITAL TECHNOLOGY        |           |                     | 50,000.00                | -                            | -                    | -                   | -                 | -                | -                     | -                   | -                         | -                        |
| 41152148          | 55480 | 3788 FY08 HS BUILDING REPAIRS       |           |                     | -                        | -                            | -                    | 2,630,804.68        | 44,564.82         | -                | 3,335,347.45          | 3,379,912.27        | (4,878,581.00)            | (1,498,668.73)           |
| 4116048           | 55480 | 3705 HIGH SCH RENOVATIONS/PLANNING  |           |                     | -                        | 6,010,716.95                 | -                    | -                   | -                 | -                | -                     | -                   | -                         | -                        |
|                   |       | <b>School Capital Total</b>         |           |                     | <b>1,920,000.00</b>      | <b>6,333,132.50</b>          | <b>-</b>             | <b>2,952,736.77</b> | <b>276,426.54</b> | <b>-</b>         | <b>5,023,969.19</b>   | <b>5,300,395.73</b> | <b>(4,878,581.00)</b>     | <b>475,860.73</b>        |
|                   |       |                                     |           |                     |                          |                              |                      |                     |                   |                  |                       |                     |                           |                          |
|                   |       | <b>Town &amp; Sch Capital Total</b> |           |                     | <b>3,310,000.00</b>      | <b>10,004,805.90</b>         | <b>1,399,132.85</b>  | <b>7,922,082.91</b> | <b>641,387.48</b> | <b>11,916.38</b> | <b>6,138,551.98</b>   | <b>6,779,939.46</b> | <b>(4,878,581.00)</b>     | <b>1,955,404.46</b>      |

| Water Capital-42             |       | Object                        | Project # | Project Description | New Fiscal 2013 Projects | Prior Years Project Balances | Fiscal 2013 Revenues | Expenditures | Encumbrances | (OFS)OFU  | Balance June 30, 2013 | Less Encumbrances | Less Amounts Not Borrowed | Ending Balance |
|------------------------------|-------|-------------------------------|-----------|---------------------|--------------------------|------------------------------|----------------------|--------------|--------------|-----------|-----------------------|-------------------|---------------------------|----------------|
| 42452203                     | 58300 | TANK REPAIRS                  |           |                     | -                        | 65,063.00                    | -                    | -            | -            | 42,194.08 | 65,063.00             | 65,063.00         | -                         | 65,063.00      |
| 42452203                     | 58502 | WATER VEHICLES                |           |                     | 120,000.00               | -                            | -                    | 113,832.00   | 6,168.00     | 42,194.08 | (42,194.08)           | (36,026.08)       | -                         | (36,026.08)    |
| 42452403                     | 58500 | CAPITAL EQUIPMENT             |           |                     | 140,000.00               | 69,036.22                    | -                    | 168,472.41   | 11,018.70    | 40,563.81 | (11,018.70)           | -                 | -                         | -              |
| 42452503                     | 58300 | SYSTEM UPGRADES               |           |                     | -                        | 67,954.16                    | -                    | 67,954.16    | -            | -         | -                     | -                 | -                         | -              |
| 42452603                     | 58300 | WATER C&L OLD SUDBURY/GLEEZAN |           |                     | -                        | -                            | -                    | -            | -            | -         | -                     | -                 | -                         | -              |
| 42452703                     | 58300 | RTE 27/30 SYSTEM UPGRADE      |           |                     | -                        | 20,302.55                    | -                    | -            | 20,302.55    | -         | -                     | 20,302.55         | -                         | 20,302.55      |
| 42452803                     | 58300 | PUMP STATION UPGRADES         |           |                     | 100,000.00               | 71,527.50                    | -                    | 78,276.72    | 3,248.78     | -         | 90,000.00             | 93,248.78         | -                         | 93,248.78      |
| 42452903                     | 58300 | PEMBERTON RD UPGRADE          |           |                     | 500,000.00               | -                            | -                    | 366,793.67   | 66,874.36    | -         | 66,331.97             | 133,206.33        | -                         | 133,206.33     |
| 42453003                     | 52100 | CAPTURE ZONE                  |           |                     | 50,000.00                | -                            | -                    | 11,935.76    | 38,064.24    | -         | -                     | 38,064.24         | -                         | 38,064.24      |
|                              |       | PRINCIPLE SALE OF BOND        |           |                     | -                        | 218,000.00                   | -                    | -            | -            | -         | 218,000.00            | 218,000.00        | -                         | 218,000.00     |
|                              |       | LONG TERM DEBT PAYMENT        |           |                     | -                        | -                            | -                    | 225,000.00   | -            | -         | (225,000.00)          | (225,000.00)      | -                         | (225,000.00)   |
| Water Capital Total          |       |                               |           |                     | 910,000.00               | 293,883.43                   | 218,000.00           | 1,032,266.72 | 145,676.63   | 82,757.89 | 161,182.19            | 306,858.82        | -                         | 306,858.82     |
| Wastewater Capital-44        |       |                               |           |                     |                          |                              |                      |              |              |           |                       |                   |                           |                |
| 44443103                     | 59201 | PLANT                         |           |                     | -                        | 854,371.00                   | -                    | 529,005.00   | 10,229.00    | -         | 315,137.00            | 325,366.00        | (200,000.00)              | 125,366.00     |
| WWATER Capital Total         |       |                               |           |                     | -                        | 854,371.00                   | -                    | 529,005.00   | 10,229.00    | -         | 315,137.00            | 325,366.00        | (200,000.00)              | 125,366.00     |
| All Capital Projects - Total |       |                               |           |                     | 4,220,000.00             | 11,153,060.33                | 1,617,122.85         | 9,483,354.63 | 797,293.11   | 94,674.27 | 6,614,871.17          | 7,412,164.28      | (5,078,581.00)            | 2,387,629.28   |

## EDUCATION AND LIBRARY

### SCHOOL COMMITTEE

*“Personal and civic responsibility, love of learning, and empathy for others: these are the qualities that the Wayland Public Schools seek to instill in its students. At its core, our mission is to provide a rigorous and stimulating academic environment that promotes the acquisition of knowledge and skills. Yet we deem it equally important to nurture self-confident, collaborative, and conscientious individuals. We strive to create a climate where risk-taking is safeguarded, open expression is encouraged, and free association is protected. Our goal is to advance our students’ growth into principled, informed, and capable citizens who will help guide a democracy that follows humanitarian principles in the global forum, and shape a just society where individuals may reach their full potential.”*

*--Wayland Public Schools Mission Statement*

#### OVERVIEW

Throughout the year, the School Committee primarily focused its efforts on collaborating with Superintendent Paul Stein to formulate academic and administrative goals for the district, moving forward with the final phases of the high school project and other capital improvements, developing and seeking approval for the FY 14 operating and capital budgets, reviewing and approving improved fiscal practices, and implementing or updating policies as required by new state and federal initiatives.

#### GOALS

At the outset of the year and with the guidance of the School Committee, Dr. Stein established the following goals for the District:

**Health and Wellness:** Enhance health and wellness education, employing a systemic approach to curriculum, instruction, extra-curricular activities and school culture

**Evaluation:** Prepare to successfully implement the new state-mandated Education Evaluation Framework

**Achievement Gap:** Narrow the achievement gap as defined by the indicators of success which comprise the system-wide measurement tool.

**RTI:** Implement a system-wide RTI (Response to Intervention) program in a teaching and learning environment that integrates teacher collaboration, sharing of best practices, differentiated instruction, and the use of data to inform instruction.

**Technology:** Increasingly employ instructional technology for the purpose of improving student proficiency with core content knowledge and skills; and implement the High School Strategic Initiative using 1:1 laptop learning to incorporate student-centered activities in the classroom.

In addition, Dr. Stein identified two central office goals which included:

**Fiscal Operations:** Continue to improve the fiscal operations within the school system with an eye toward efficiency, transparency, and accountability.

**Utilization of Elementary School Space:** Identify options and priorities regarding the utilization of elementary space, and conduct a cost/benefit analysis for each option to ensure an equitable, high quality educational program for all students.

The goals were advanced through a focused team effort. A good example was the preparation needed to implement the new Educator Evaluation Framework, which included a collaboratively created Memorandum of Agreement which defined the program, a pilot of 26 teacher participants, broadly representing grade levels and departments and 7 evaluators, and specialized training and ongoing support for the pilot’s implementation.

With each of the goals, Dr. Stein invited teachers, administrators and/or staff to School Committee meetings to discuss the educational impact of these goals, the challenges in achieving them, and the ways in which success can be measured.

**For reports on each of these goals, please go to:**  
[wayland.sharpschool.net/administration/superintendent/district\\_reports/](http://wayland.sharpschool.net/administration/superintendent/district_reports/)

**BUDGET FY14***Operating Budget*

The operation budget for FY 14 (2013-2014) - a requested appropriation of \$33,397,005, to educate an estimated 2,679 students - represented a 2.68% increase over the FY13 appropriation. The FY14 budget supported a nearly level service (or Maintenance of Effort) budget, comprised of contractual salary adjustments for steps and lanes, increases in transportation expenses, including special education, as well as reductions of \$253,000 from mostly non-personnel expenses.

The FY 14 budget was developed with the following key principles in mind. The budget should:

- Maintain the high quality and breadth of our program offerings;
- Maintain class sizes in accordance with established School Committee policies
- Support staff professional development
- Engage in a meaningful process of supervision and evaluation;
- Assure that resources are available so that students and classes are well-provisioned and that purchases are made with cost-efficiency in mind; and
- Support our academic initiatives so that they continue to flourish

Building the FY 14 budget from the bottom up, the following steps were taken:

- Development of enrollment projections, which resulted in a reserve kindergarten teacher and an additional 4<sup>th</sup> grade teacher to be included due to fluctuations in predicted enrollment
- Establishment of a Maintenance of Effort budget, which resulted in increased special education transportation expenses as required by law to meet changing needs, and the addition of one traditional school bus to address certain transportation issues. This process also identified two cost-savings measures, related to staff exchange and special education prepayment
- Identification of ways to meet the Finance Committee's recommended budget guideline which resulted in targeted reductions primarily related to non-personnel expenses of approximately \$250,000. The additional reductions needed to meet the Finance Committee's guideline would have impacted

class sizes and program offerings and were not supported by a majority of the School Committee

- Development of a 10% reduction budget at the request of the Finance Committee which assumed no increase in the Town's tax rate. This budget would have had a dramatic impact on the educational experience of our students, including significantly increased class sizes, elimination of entire program offerings and certain extra-curricular activities and was not supported by the entire School Committee.

Offsets (revenue) were received through transfers from the fee-based programs, Special Education Circuit Breaker funds, Student Transportation and High School parking fees. There was no increase in any of the fees previously charged to students and their families.

At the Superintendent's direction, additional analysis of the revolving accounts was conducted. Measures were instituted to reduce the balances where appropriate and enhance reporting of funds as they are collected and expended.

*Capital Budget*

For FY14, the School Committee also requested \$260,000 for network wiring upgrades in support of educational technology in the elementary and middle schools. Other capital requests included:

- nurse's office renovation at Happy Hollow (\$85,000)
- Claypit Hill and Happy Hollow replacement furniture (\$60,000)
- Claypit Hill floor tile replacement (\$95,000)
- Renovation of bathrooms at Happy Hollow (\$25,000)
- Middle School roof removal and replacement (\$1,415,000) (this project was submitted to the Massachusetts School building Authority for partial funding)

For more information regarding the FY14 operating and capital budgets, please go to:  
[www.wayland.k12.ma.us/UserFiles/Servers/Server\\_1036352/File/Superintendent/FY14%20Budget/Budget\\_Book\\_FY14.pdf](http://www.wayland.k12.ma.us/UserFiles/Servers/Server_1036352/File/Superintendent/FY14%20Budget/Budget_Book_FY14.pdf)

In summary, the FY14 budget followed the key principles noted above, maintaining a high quality educational program, with the staff and resources

needed to support such a program, and continuing the academic initiatives recently put in place (e.g. Math and Literacy summer programs at the elementary schools, Mandarin at the Middle School, and 1:1 Laptop initiative at the High School) while respecting the fiscal realities facing Town residents. It should also be noted that the School Committee elected not to pursue certain programs, such as Town funded Full Day Kindergarten, in recognition of these difficult financial times.

## **IMPORTANT UPDATES**

### Financial Accountability and Transparency

The School committee requested the Audit Committee's assistance during the summer of 2012 in creating a scope of work and selecting an accounting firm to review certain school accounts, including discretionary accounts, revolving funds and gift accounts. Powers and Sullivan was engaged to perform the work, which occurred with the cooperation and assistance of school personnel. Its final report was made in September 2013 and is available at

[www.wayland.k12.ma.us/UsersFiles/Servers/Server\\_1036352/File/SchoolCommittee/Presentations&%20Reports/Wayland%20Public%20Schools%20Powers%20Draft%20Report.pdf](http://www.wayland.k12.ma.us/UsersFiles/Servers/Server_1036352/File/SchoolCommittee/Presentations&%20Reports/Wayland%20Public%20Schools%20Powers%20Draft%20Report.pdf)

Under Dr. Stein's leadership, the business office and administrators implemented measures to strengthen controls, increase efficiency, and improve reporting:

- Adopted and implemented Revised Student Activity Account Guidelines
- Incorporated all personnel, both operating and non-operating, in the Personnel Budget
- Entered expense budgets online
- Developed a better understanding and expansion of MUNIS use throughout district (further decentralization)
- Instituted stricter compliance with procurement procedures and improved documentation
- Adopted and implemented Wayland Schools Community Programs Allocation Plan

For more information on the status of improvements made go to:

[www.wayland.k12.ma.us/UserFiles/Servers/Server\\_1036352/File/SchoolCommittee/Presentations%20&%20Reports/TAGStatusReport-UPDATE\\_3-28-13.pdf](http://www.wayland.k12.ma.us/UserFiles/Servers/Server_1036352/File/SchoolCommittee/Presentations%20&%20Reports/TAGStatusReport-UPDATE_3-28-13.pdf)

### Contractual Negotiations

Using Interest Based Bargaining, the School Committee conducted negotiations with the Wayland Teachers Association for a new contract to replace the one that was scheduled to end on June 30, 2013. Memoranda of Agreement were reached in principle by the end of the school year, and approved. An issue regarding the combined duration of the agreements arose, and legal counsel was consulted for advice going forward. The contract for FY14 has been approved by the School Committee. It is anticipated that the contract with the WTA for FY15 through FY17 as well as the contracts with other unions and non-union personnel will be completed in the fall of 2013.

### High School Facility

The beautiful new Wayland High School was formally dedicated on August 30; it has been well-received by students, staff and the community. The High School Building Committee continued its management of post-construction matters throughout the year. The project was substantially completed by the time the HSBC made its report to the Annual Town Meeting in April. ([www.waylandschoolcommittee.org/whs/hsbc/Web\\_Pages/Index.html](http://www.waylandschoolcommittee.org/whs/hsbc/Web_Pages/Index.html)).

The Town's partner in this project, the Massachusetts School Building Authority, issued its final audit in July, 2013, resulting in a facilities grant of approximately \$22.5 million (40% of the reimbursable costs).

We are profoundly grateful for the leadership and expertise the High School Building Committee has provided over the past ten years.

### Elementary Building Use Task Force

In response to a call for volunteers, parents, faculty, and community members joined with administrators and a School Committee representative to form a task force that was charged with reviewing the current use of our elementary school buildings and identifying options for future use. The first part of the work was devoted to review of the research literature using on-line document searches and a review of social science databases to assess the advantages and drawbacks of various elementary school configurations and to conduct school visits to districts with alternative solutions. The task force recommended to the Superintendent three potential models:

***K – 5 Elementary:*** In this scenario, all three elementary buildings would house students in Kindergarten through Grade 5;

***Lower Elementary:*** In this scenario, Loker would house all Kindergarten and Grade 1 students. Happy Hollow and Claypit Hill would house students in Grades 2 through 5;

***Upper Elementary:*** In this scenario, either Loker or Happy Hollow would house all Grade 4 and Grade 5 students. The remaining two schools would house students in Kindergarten through Grade 3.

In addition, work commenced on a variable analysis of each model's impact on the whole child, academic performance, class size, staffing, future flexibility, equity, transportation, redistricting, and cost. It was anticipated that following further work and a public forum in September 2013, the task force would use its conclusions to recommend to the Superintendent a preferred elementary grade configuration for Wayland.

For more information:

[www.wayland.k12.ma.us/UserFiles/Servers/Server\\_1036352/File/SchoolCommittee/Presentations%20&%20Reports/Elementary\\_Building\\_%20Task\\_Force\\_Report.pdf](http://www.wayland.k12.ma.us/UserFiles/Servers/Server_1036352/File/SchoolCommittee/Presentations%20&%20Reports/Elementary_Building_%20Task_Force_Report.pdf)

#### Other Updates

##### ***Chinese student exchange***

In the fall of 2012, Wayland welcomed the first six students and two teachers from the Beijing Jingsham School Yuanyang Branch Exchange. The students stayed with Wayland host families and learned about American education and culture during their time here. Later in the fall, four WHS students and two staff members spent a month with Chinese host families and attended their visitors' school in a suburb of Beijing. In separate presentations to the School Committee, the Chinese and Wayland participants praised the initiation of this exchange program, as valuable preparation for global citizenship and cross-cultural understanding.

##### ***1:1 Lap Top Learning***

At the outset of the school year, each high school student received a laptop computer. Students reported benefits from the program, including: use of technology for organization, to create and demonstrate learning, and to learn about a topic or concept. Teachers reported use of technology to facilitate student collaboration, to support different

learning styles and differentiate instruction to create individual or group products.

The technology department successfully implemented the Genius Bar, a student run technology help desk. As anticipated, there were very few incidents of theft/damage or computer misuse.

##### ***Health and Wellness***

The District continued its focus on health, nutrition, healthy relationships and bullying prevention as part of the regular curricula, and with developmentally appropriate presentations at all levels. Among the efforts: creation of a Healthy Relationship Subcommittee, prioritization of concepts/language taught in elementary social skills curricula to be integrated into middle school and high school environments; and under the direction of the Food Services Director, compliance with the state's newly mandated nutrition regulations regarding food being served to children in classrooms and in the cafeteria. In another effort to foster healthy relationships, fathers of Boston students formed the Fathers' Mentoring Group, which organized out of school activities for students and Boston parents. The School Committee remains committed to supporting initiatives which foster healthy relationships within the schools and community.

#### **CONCLUSION**

Following the transitions that marked the previous year, FY 13 was a year of moving ahead with those changes in place: the new superintendent, the new high school, thoughtfully crafted learning initiatives in all of the schools, and improved financial procedures. Because of the robust partnership with the administrators, teachers, staff, students and community members, the District continued to deliver a high quality educational program to its students. We are grateful for the support that Wayland offers its students and are excited to begin another school year.

---

## BOARD OF LIBRARY TRUSTEES

---

**LIBRARY BUDGET AND HOURS.** In FY13, the Town granted the Library a level-service budget of \$974,750, allowing us to maintain Library hours at the FY12 level. The Library is currently open more than 3,000 hours a year: 64 hours a week; 56 hours a week in summer.

**LONG-RANGE PLANNING.** A five-year Long Range Plan (LRP) was submitted to the Massachusetts Board of Library Commissioners in the fall of 2012. Such a plan is required of all libraries receiving certain kinds of state funding. The planning process included community input from a volunteer citizens' committee, a community survey that fielded over 450 respondents, and input from the Library staff. Library staff worked on activities tailored to accomplish goals and objectives articulated in the LRP, including, for example, goals to increase public access to digital content, to offer at least 100 adult programs a year, and to increase collaboration between the Library and schools. The LRP is available on the Library's website.

**BUILDING AND GROUNDS.** The Trustees continue to serve as stewards of the Library building, overseeing maintenance, repairs, and improvements in coordination with the Town's Facilities Department. In FY13 the Friends of the Library, in conjunction with the Wayland Garden Club, have continued to improve the appearance of the main entry garden. Restoration of the historic Library Rotunda to its original function as a reading room also continued this year. Upgraded furniture has been ordered, and a new central light fixture was installed to improve illumination for browsing and reading. The Rotunda now houses the Library's collections of new books and popular magazines.

During FY13, the Trustees dedicated both energy and money to supporting our current library building. However, there is no escaping the fact that the current facility, while historic and beautiful, hampers our ability to deliver 21st-century library services. The building offers limited space for collections, events, community programming, staff work, and children's and teen services. Patrons are often challenged by limited parking, and the traffic at our busy intersection creates access problems during rush hours. The building also creates challenges for our

physically challenged users. Therefore, the Trustees have continued to look for new spaces and opportunities for the Library. We await with interest the results of the audit of town facilities that was undertaken at the end of FY13.

**TECHNOLOGY.** During FY13, the Library began providing some enhanced services to the public. Google Chromebook notebook computers are now available for in-Library use, and plans are underway to also provide iPads for in-Library use. We now are offering regular classes on downloading and reading free Library-provided e-books on a variety of our patron's own electronic devices, including desktops, laptops, e-readers, tablets, and phones. Library staff members now maintain an active Facebook page. We continue to maintain a rich Library website. Digital signs were installed to better promote Library programs and services. Wireless Internet access, instituted in 2005, continues to be very popular with Library patrons, many of whom spend many hours working online at the Library each day. Our computers for both Library staff and the public are replaced on a regular, staggered cycle.

**LIBRARY COLLECTIONS AND SERVICES.** Library circulation was up over 2% in FY13 as we continue to maintain robust collections of books, e-books, magazines, periodicals, databases, and audio and visual materials. More than a quarter million items were circulated in FY2013. Our membership in the Minuteman Library Network, our regional collaboration for interlibrary loans, allows us to extend our patrons' Library "reach" while helping libraries in our neighboring communities as well. Our "people counter" logged 109,770 individual visits to our Library this year, resulting in a weekly average of 2,096 visits. A summary of circulation and other statistics for FY13 follows this narrative.

**"SERVING 'TWEENS AND TEENS" GRANT.** In response to staff input and citizen interest expressed during the Long-Range Planning Process, the Library applied for a \$15,000 federal grant to create and strengthen library programs for teens and 'tweens. We are pleased to announce that our proposal was fully funded for FY14.



**PROGRAMS.** As always, the Library worked with other organizations in town to plan programming that responds to the needs and interests of our community. The Library held 346 programs in all, with an audience of over 6,000. This year our programs included an art history series, a Shakespeare series, a classical studies series, regular poetry workshops, two book discussion groups, a Great Decisions group, arts and crafts workshops, and an ESOL tutoring program. The main programming event was Wayland Reads Poetry, the highlight of which was a kick-off program featuring former U.S. Poet Laureate Robert Pinsky. Our Great Presenters Series continued to be quite popular, and we have planned that series into 2014.

Attendance is booming at our varied youth programs for both preschool and elementary students and in our summer reading club for children and teens. In FY14 the Library will participate in the Town's 375th anniversary celebration and some of those programs have already been planned.

#### **FRIENDS OF THE WAYLAND PUBLIC**

**LIBRARY.** Our steadfast Friends organization continues to support us generously with both volunteer time and money. The Friends provide funding for programs and services that exceed the library's appropriation from the town. The Friends' funding for popular programs such as museum passes, extra DVDs and audiobooks, cultural programming, and the summer reading program allows us to provide these well-used services. We appreciate the Friends' loyal and enthusiastic support.

**TRUST FUNDS.** The Library's main trust fund is the Millennium Endowment Fund, which is managed

by the Town's Commissioners of Trust Funds. The Millennium Fund was established to sustain excellence in Library services and to provide a supplementary source of support for the Library when needed; it is not intended to pay for regular operations. During the year the Millennium Fund helped pay for art workshops for teens and adults and programs to assist job seekers; it also paid the fee for the consultant who assisted us with our Long Range Plan. The Library is also the beneficiary of bequests and private donations, which may be tapped at the discretion of the Board of Trustees for non-operational expenditures.

**THANKS.** The Town is fortunate to have a talented, experienced, and dedicated Library staff. We are also lucky have a wonderful group of volunteers, including seniors who participate in the Town's tax-work-off program, who routinely dedicate much time to our Library to make it a vibrant information and community center. Our deepest appreciation, of course, goes to the citizens of Wayland whose continued financial and moral support has enabled us to provide another year of excellent Library service.

#### **BOARD OF LIBRARY TRUSTEES**

Aida A. Gennis, Chair  
Sally Y. Cartwright, Vice-Chair  
Nancy J. Jahnke, Secretary  
Anne B. Heller  
Lynne J. Lipcon  
Thaddeus Thompson

Ann F. Knight, Library Director

|   |
|---|
| <b>SUMMARY OF FISCAL YEAR 2013 LIBRARY STATISTICS</b> |
|---|

|   | FISCAL YEAR 2012    | FISCAL YEAR 2013   |
|---|---------------------|--------------------|
|   | <b>CIRCULATION</b>  |                    |
| Adult   |                     |                    |
| Print   | 59,153              | 58,581             |
| Non-print *                                       | 69,853              | 74,834             |
| Juvenile  |                     |                    |
| Print   | 64,737              | 67,887             |
| Non-print *                                       | 13,414              | 12,376             |
| Transfers to Minuteman Libraries                  | 39,272              | 38,727             |
| <b>Total Circulation</b>                          | <b>246,429</b>      | <b>252,405</b>     |
|   | <b>ACQUISITIONS</b> |                    |
| Print   | 8,457               | *5,252             |
| Non-print   | 1,869               | 1,878              |
| <b>Total Items Added</b>                          | <b>10,326</b>       | <b>*7,130</b>      |
|   | <b>OTHER</b>        |                    |
| Registered Borrowers                              | 6,972               | 6,880              |
| MLN Interlibrary Loans Filled for other Libraries | 39,272              | 38,727             |
| MLN Interlibrary Loans Filled Wayland Patrons     | 24,937              | 25,079             |
| Reference Questions                               | 21,624              | 22,731             |
| Programs Held                                     | 258                 | 346                |
| Total Attendance                                  | 4,728               | 6,251              |
| Fines Collected                                   | \$13,286            | \$14,624           |
| Trust Fund Balances:                              |                     |                    |
| Endowment Fund                                    | \$645,380           | \$722,939          |
| Other Trust Funds                                 | <u>\$354,109</u>    | <u>\$386,021</u>   |
| <b>TOTAL</b>                                      | <b>\$999,489</b>    | <b>\$1,108,960</b> |

\* The difference in acquisitions made in FY12 and FY13 reflects a change in the way the Minuteman Library Network calculates acquisitions. Periodicals, which were included in the past, and e-books, a new but growing part of our holdings, are not included in the numbers for FY13.

## PLANNING AND NATURAL RESOURCES

### CONSERVATION COMMISSION

The Conservation Commission holds the statutory responsibility for “the promotion and development of the natural resources and for the protection of watershed resources” of Wayland (MGL Chapter 40, Section 8C) and is responsible for the administration of the Wetlands Protection Act (WPA) MGL, Chap.131, Section 40. Wayland’s Wetlands and Water Resources Bylaw (Chap.194) complements the Commission’s responsibilities under the WPA. The Conservation Commission has the statutory responsibility to administer, implement and enforce the Stormwater and Land Disturbance Bylaw (Chap. 193).



The administration and enforcement of the WPA and both the Chapter 194 and 193 Bylaws accounts for a major portion of the efforts of the Commission. Twenty-one Public Meetings were held: one to amend a permit under Ch.194, four under Ch.194 only and sixteen requests for Determination of Applicability under the WPA and Chapter 194. There were sixteen decisions under the WPA with findings that the work proposed would not alter areas subject

to protection under MGL Ch.131, s.40 if performed as described in the submitted plans and subject to relevant conditions and therefore did not require the filing of a Notice of Intent. Twenty Permits and one Amendment were issued under Chapter 194. Nine requests for Certificate of Permit requirements were heard and seven partial Certificates were issued and one was deferred. One request was for a Certificate of Compliance under the WPA only and one partial was issued.

Twenty-one Public Hearings were opened under the WPA and Ch.194. Twenty were Notices of Intent and one was an ANRAD. The Commission held Twenty-one continued hearings and issued Order of Conditions under the WPA for twenty projects. Twenty Permits were issued under Ch. 194 and there were two ORADs issued. One application was withdrawn.

There were thirty-six requests for Certificate of Compliance. Twenty-five partial certificates were issued. Nine requests were deferred and two were rolled over into new applications. One Request for Extensions was received and issued by the Commission.

Compliance issues and serious violations of the Wetlands Protection Act and Wetlands Bylaw continue to be problems. Work within 200 feet of many streams and/or within 100 feet of wetlands is subject to review by the Conservation Commission before commencing. There are very few exceptions to this requirement and people are encouraged to call the office for more information. Informal discussions prior to submitting formal applications are encouraged.

Discussions took place with representatives of Town Boards. The Commission held discussions on land management, access trails, the continued lack of sprinkler permits being issued, the Rice Road Dam, the Route 20 water main, test wells, aquatic weed control, Ch.193 Bylaw regulations, beaver issues, dog rules, innovative wastewater treatment systems for projects adjacent to water resources, farming issues and the community gardens.

Conservation restrictions continue to be a tool to help protect sensitive portions of property and important natural resources. The Commission was the recipient of a generous gift of land between Plain Road and Lundy Lane.

The Commission has funding to manage more than 800 acres of land. Funding is used to hire seasonal labor as well as to procure services to mow larger fields. Ben Gilmore returned for another year and was assisted by Ryan Swan who has stayed on to do some remedial work in the fall.

The Conservation Commission continues to benefit from land management efforts led by Boy Scout Eagle Scout candidates. Greg Karpacz did a project at the Hamlen Woods Conservation Area, Miles Adler did work at the Cow Common Conservation Area, and Kurt Straube directed the construction of a raised handicapped garden bed and other clean-up at the community gardens. These Eagle Scout projects provide valuable management activities that might otherwise be left undone.

Volunteers help maintain the conservation areas such as Greenways Conservation Area, Heard Farm Conservation Area, Upper Mill Brook, Rowan Hill, and many other conservation areas. Many mow trails, prune shrubs, repair trails, and remove trees. A resident contributed a bench at the Heard Farm Conservation Area in memory of his son. Volunteers helped clean up areas at Heard Farm needing attention and enhancing the experience of all who go to the area. These contributions of these many volunteers are invaluable to the Commission and greatly appreciated.

The Commission continues to provide community garden plots to individuals. Approximately 175 plots were rented this summer. Every year, weather determines when the plowed plots can be used, how well the planting season goes, and what is produced in the gardens. Efforts are made to create a positive

gardening experience for all who wish to participate. Plots are available on an annual basis.

The Commission created the Ken Moon Award to acknowledge individuals who have contributed extensive amounts of time to land management. In 2012, the Commission presented the award to Mary and John Antes in appreciation for the countless volunteer hours given to the Commission, both in the office organizing, filing piles of materials, sending out Community Garden notices/applications, plot assignments and outside performing trail-work, monitoring Conservation Areas or helping wherever and doing whatever is needed.



The Commission has been working on making needed repairs at the dam on Rice Road near Woodbridge Road. The Commission has obtained capital funds for engineering and implementation of a number of activities recommended in required inspections by dam safety engineers and plans on continuing with this work in the future.

The Commission is also working with farmers to cooperatively manage lands at Cow Commons, Heard Farm, and Sedge Meadow. This effort seeks to achieve multiple goals of managing the land for wildlife, birds and hay fields.

## COMMUNITY PRESERVATION COMMITTEE

The provisions of the Community Preservation Act (CPA) were adopted at the Annual Town Meeting in 2001. The Community Preservation Committee was formed at that time and its responsibilities are to identify and evaluate potential community preservation projects and, if appropriate, submit project recommendations in the form of articles at town meeting. The CPA requires that the projects focus on open space, historic preservation, and community housing. Funds can also be used for the acquisition, creation or preservation of land for recreational purposes. The Committee currently consists of nine members, one each from the Planning Board, Historical Commission, Recreation Commission, Conservation Commission, Housing Commission, Department of Public Works, and three members appointed by the Board of Selectmen.

**CPA Revenue** – Since the adoption of the CPA in 2001 through fiscal 2013, Wayland has received \$7,272,243.00 from the residential property tax surcharge, including interest, and \$3,956,273.00 in matching State Trust Fund distributions, for a total revenue of \$11,228,516.00. The funds collected are known as the Community Preservation Fund and are held and administered by the Town's Treasurer. Below is the list of the amounts approved at Town Meeting and the balances remaining.

| Project  | Amount    | Year<br>Approved | Unexpended<br>Balance |
|--|-----------|------------------|-----------------------|
| Repair of Town's historic gravestones  | \$65,000  | 2003             |                       |
| Study to create railroad interpretive site   | \$15,000  | 2003             |                       |
| Environmental testing at former Nike site  | \$35,000  | 2003             |                       |
| Repair/Restore historic markers  | \$5,000   | 2004             | \$4,000               |
| Acquire 2.75 acres at Nike site for affordable housing and to provide funds for demolition and site preparation                                  | \$500,000 | 2004             |                       |
| Site preparation and demolition on remaining 11 acres of open space at Nike site   | \$100,000 | 2004             |                       |
| Administrative costs of CPC – expended \$3800 for appraisal of Moon property on Reservoir Road   | \$10,000  | 2004             |                       |
| Set aside funds for acquiring open space in the future   | \$600,000 | 2004             |                       |
| Acquire Gilbert land on Brackett Road for conservation purposes  | \$100,000 | 2005             |                       |
| Architectural, engineering and site planning at Nike site  | \$40,000  | 2006             |                       |
| Community gardens at landfill and the intersection of Route 30 and Plain Road  | \$8,750   | 2006             |                       |
| Artificial turf at the high school athletic field  | \$300,000 | 2006             |                       |
| Weed management techniques, aerial scanning and nutrient analysis at great ponds   | \$75,000  | 2006             | \$5,000               |
| Acquisition of seven acres of land on Reservoir Road subject to a perpetual conservation restriction to be held by Sudbury Valley Trustees, Inc. | \$211,000 | 2007             |                       |
| Set aside funds for acquiring open space in the future   | \$900,000 | 2008             |                       |

|   |                           |      |                  |
|---|---------------------------|------|------------------|
| Fund an additional portion of costs related to construction of community housing units on the Nike site   | \$560,000                 | 2008 |                  |
| Provide funds for the remaining work necessary to make the passive and active recreation land at former Nike site available for public use  | \$250,000                 | 2008 | \$78,308         |
| The rehabilitation and preservation of the Town-owned former railroad freight house located at 1 Concord Road next to the Town Library  | \$50,000                  | 2008 |                  |
| Administrative costs of the CPC to be expended for appraisals, association dues, and similar expenditures   | \$25,000                  | 2009 | \$22,655         |
| Provide funds for an assessment of the preservation and conservation needs of the Town's historical collections   | \$10,000                  | 2009 |                  |
| Provide funds for the purpose of engaging an engineering firm to evaluate the environmental and engineering related to a proposed Wayland Rail Trail  | \$25,000                  | 2010 | \$25,000         |
| Provide funds for renovations to the Vokes Theatre  | \$6,000                   | 2010 | \$600            |
| Provide funds for the purpose of engaging a land planner and appraiser for the purpose of determining the value of Mainstone Farm and a proposed conservation restriction on a portion of such land               | \$40,000                  | 2010 | \$750            |
| Provide funds for professional services to study the feasibility of the disposition and use of the town-owned parcels in the Dudley area  | \$35,000                  | 2010 |                  |
| Provide funds for the purpose of authorizing the Historical Commission to engage a firm to preserve and digitize selected Wayland historic documents held in the Town's vault                                     | \$160,000                 | 2011 |                  |
| Provide funds for pre-permitting and due diligence testing of Town owned land on Boston Post Road   | \$90,000                  | 2012 | \$83,483         |
| Provide funds for site development for an affordable housing project on Stonebridge Road.   | \$356,000                 | 2012 | \$170,459        |
| Provide funds for professional services and other expenses in connection with the planning, study and design of athletic fields, associated parking, and access at the Loker Recreation Area on Commonwealth Road | \$92,000                  | 2013 | \$89,708         |
| <b>TOTAL</b>  | <b><u>\$4,663,750</u></b> |      | <b>\$479,963</b> |



---

## PLANNING BOARD

---

The mission and the responsibilities of the Planning Board are specified in the state laws known as “Improved Methods of Municipal Planning” and “The Subdivision Control Law,” and are described as follows: to undertake planning and land use studies, including needs studies and comprehensive plans; to prepare plans of the resources and future development scenarios for the Town; to report annually to the Town regarding the condition of the Town; to prepare an official map of public and private ways and public parks within the Town; to report on the layout, alteration, relocation, or discontinuance of public ways; and to adopt regulations for, and administer the processes of, dividing and subdividing land into building lots and other parcels.



**TOWN CENTER AERIAL PHOTO 2013**

### *Accomplishments and Activities*

The Board met approximately 25 times between July 1, 2012 and June 30, 2013 to review and approve applications for new building lots in residential subdivisions, applications for several new residential building lots not requiring subdivision approval (known as ANR lots), several site plans for non-residential development; to oversee the construction of various residential and non-residential developments for which approval had been granted, and to work on various planning studies and projects such as the Master Plan Advisory Committee and the Dudley Area Advisory Committee.

### *Zoning Amendments for 2013*

The Town voted to accept the following roads as a public way, and any appurtenant easements thereto, as laid out by the Board of Selectmen and as shown on a plan or plans; to see if the Town will vote to

authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise, easements in any land necessary for laying out and acceptance of the following streets, or other easements related to and further, to authorize the Board of Selectmen, Board of Public Works and other applicable Town of Wayland boards and personnel to take all related actions necessary or appropriate to accomplish the purposes of this article. Or otherwise act thereon.

Cart Path  
Catherine Farm Road  
Cobblestone Road  
Ellen Mary Way  
Pheasant Run  
Plainview Road  
Rose Hill Lane  
Sage Hill  
Lingley Lane



The above article was a major accomplishment by the Planning Board to accept all of the above streets as

public ways. Some of these roads were well over 10 years old and were never officially accepted by the Town of Wayland. These roads were intended to be town roads. Part of the Planning Board's review of subdivision plans submitted is to lay out the standards for construction of roads intended to become part of the Town's roads, and that is an expectation when individuals purchase these properties. The process defined in MGL is that when a street is developed and built according to the Town's specifications, it is eligible to be accepted by the Town as a public way.

The Roads also had outstanding issues, unfortunately all bonds had been released or expired years ago leaving the roads in a state of flux. The Developers were not available to take the next step to appear before the Board of Public Works to begin the process of accepting the roads as Town Ways.

Next year the Planning Board will be petitioning the Town to accept that last remaining roads that were approved by the subdivision control law.

#### **ARTICLE 25**

River's Edge Housing Overlay District Article failed by a dozen votes. The purpose of this article is to increase the supply of housing in the Town of Wayland that is available to and affordable by low-income and moderate-income households which might otherwise have difficulty in finding housing in Wayland, and to ensure that such housing is affordable over the long term and provided in accordance with the Wayland Master Plan and the Town's Affordable Housing Production Plan.

The Planning Board unanimously recommended and co-sponsored this Article with the Economic Development Committee.

The Planning Board held its Public hearing as required by law on February 26, 2013 and voted 4-0 to support the River's Edge Overlay District Zoning Bylaw as amended. This article requests that Town Meeting amend the Zoning By-Laws to add a new overlay district on the existing municipal service district. This new district will only apply to the following [A1] parcels as shown on the plan. The Town of Wayland controls these parcels. This

overlay [A1] district would be required for the Town to implement the plan for a proposed development which is not possible under the existing zoning.

The Planning Board sees this project as a unique opportunity to build attractive, higher density housing for which there is demand, while at the same time controlling future 40b development. The project also meets Commonwealth goals, including Smart Growth principles transforming abandoned municipal industrial property into attractive affordable housing.

The Economic Development Committee should be commended for 1) researching the best and highest use for this land and 2) for being proactive in vetting the proposed development to optimize the outcome for the Town. The Economic Development Committee has reached out to multiple Boards, Committees and interest groups in Town to address concerns pertaining to height, density and form, and is in the process of creating Design Guidelines that are consistent with the Town's guidelines and will furthermore ensure all structures are in context and scale with the character of the zoning district. It is anticipated that this article will be brought back to the Spring 2014 Annual Town Meeting.

The Planning Board will continue to monitor the Town Center Project Development and looks forward to seeing the Town Homes constructed this year.

#### **PLANNING BOARD MEMBERS--June 30, 2013**

Kent D. Greenawalt, Chair  
10 Reservoir Road  
Wayland, MA 01778  
Term: 2009-2014

Andrew Reck, Member  
18 Reservoir Road  
Wayland, MA 01778  
Term: 2010-2015

William Whitney, Associate Member  
112 Woodridge Road  
Wayland, MA 01778  
Term: 2013-2014

Colleen M. Sheehan, Vice Chair  
16 Springhill Road  
Wayland, MA 01778  
Term: 2009-2014

Ira Montague  
9 Erwin Road  
Wayland, MA 01778  
Term: 2013-2018

Kevin Murphy, Clerk  
14 Sears Road  
Wayland, MA 01778  
Term: 2013-2018

**PLANNING BOARD TOWN STAFF**

June 30, 2013

Town Planner Sarkis Sarkisian  
Department Assistant Sheila Cuttell

---

**HIGH SCHOOL BUILDING COMMITTEE**

---

This report describes the work of the High School Building Committee (HSBC) during Fiscal Year 2013. The progress of the Wayland High School building project is documented in the detailed Monthly Status Reports available on the HSBC website at [www.waylandhsbc.org](http://www.waylandhsbc.org). The HSBC is pleased to report that the project is finishing on schedule and under budget. Once post-occupancy work is completed in the fall of 2013, we estimate that the project will cost approximately \$68.2 million compared with the original budget of \$70.8 million. The Massachusetts School Building Authority (MSBA) completed its audit in July 2013. The MSBA final grant amount was \$22.4 million and represents 40% of eligible reimbursable expenses for the Wayland High School Project. The Town's share is estimated at \$45.8 million.

The HSBC set a very aggressive schedule in order to minimize costs and disruption. The project team met its goals and opened the renovated Field House in time for the start of school in September 2011 and opened the new buildings on January 3, 2012. Demolition of the old buildings, construction of the parking lots and walkways, and landscaping was ongoing through the summer of 2012. The project was essentially completed in August 2012, with a ribbon cutting ceremony on August 30th. Work since the ribbon cutting addressed post-occupancy adjustments, warranty related issues, commissioning, project closeout details, and the final audit with the Massachusetts School Building Authority (MSBA). The HSBC's tenure was extended to September 30, 2013 to oversee the MSBA audit approval.

Over the past 12 months, the HSBC met 11 times for a total of 144 regular meetings since January 2004. The most recent meetings focused on working with the project professionals from HMFH Architects, KV Associates (Owner's Project Manager), and Shawmut Design and Construction Company (Construction Manager) in a variety of areas. Specifically, the HSBC and project team:

- Reviewed/approved invoices and change orders
- Built new parking lots and walkways, and completed landscaping
- Conducted the Ribbon Cutting ceremony on August 30, 2012
- Addressed drainage issues resulting from torrential rains during the summer of 2012 and heavy snows during the winter of 2013
- Conducted 10-month walk through with commissioning agent
- Received confirmation of MassCHPS (Massachusetts Collaborative for High Performance Schools) verified status for WHS as a green school
- Met with the Conservation Commission to plan final steps to close out the Order of Conditions
- Prepared for project closeout regarding "as built" drawings, warranties, attic stock, operating manuals, training, commissioning, closeout permits, and punch list items.
- Conducted first reconciliation of expenditure reporting through MUNIS and KVA
- Submitted information to the MSBA for the final audit
- Continued addressing post-occupancy work including work under warranty, remedy for Field House snow slide, lightning protection, outfalls, drainage near South Building, security cameras, auditorium lighting, signage, roadway striping, landscaping, etc.

The High School Building Committee was committed to managing a high quality project on schedule and within budget. Work on this project has been and continues to be a team effort that includes Town Boards and Departments, the Wayland School Committee, School administration, faculty, staff, students and their families, neighbors, the Massachusetts School Building Authority, and our design, project management, and construction professionals.



### WAYLAND HIGH SCHOOL

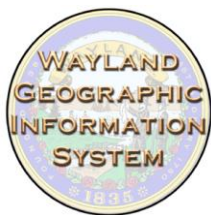
We are very grateful for the support of the community for the Wayland High School project over these many years.

Respectfully submitted, Lea T. Anderson, HSBC Chairman

#### High School Building Committee Members

|                |              |  |
|----------------|--------------|--|
| Lea Anderson   | 508-358-2667 | <a href="mailto:lea@anderson.name">lea@anderson.name</a>                   |
| Dianne Bladon  | 508-358-0068 | <a href="mailto:dehbladon@gmail.com">dehbladon@gmail.com</a>               |
| Brian Chase    | 508-788-1081 | <a href="mailto:abchase@comcast.net">abchase@comcast.net</a>               |
| Jim Howard     | 508-358-2619 | <a href="mailto:howard.james123@gmail.com">howard.james123@gmail.com</a>   |
| Fred Knight    | 508-358-0834 | <a href="mailto:fred@knightway.org">fred@knightway.org</a>                 |
| David Lash     | 508-358-5294 | <a href="mailto:davidlash3@gmail.com">davidlash3@gmail.com</a>             |
| Joe Lewin      | 508-653-9952 | <a href="mailto:joelewin6@gmail.com">joelewin6@gmail.com</a>               |
| Cindy Lombardo | 508-358-5958 | <a href="mailto:cindy.lombardo@comcast.net">cindy.lombardo@comcast.net</a> |
| Eric Sheffels  | 508-358-5461 | <a href="mailto:eric.sheffels@lmp.com">eric.sheffels@lmp.com</a>           |
| Jennifer Steel | 508-652-1952 | <a href="mailto:jennifermsteel@gmail.com">jennifermsteel@gmail.com</a>     |

### TOWN SURVEYOR



The year 2013 found the Town Surveyors Office tasked with many and varied projects that served to enhance the services provided to both current and future residents.

The online geographic information system (GIS) continues to see improvements and is well on its way to becoming a mature system. In cooperation with

several departments, the town acquired new engineering scale mapping and imagery which is now incorporated into the system. This new data allows the various boards, committees and other decision makers to make far more informed decisions that affect the entire town. The GIS has also become a critical tool in emergency planning activities. We invite you to visit the GIS through our departmental web page. [http://www.wayland.ma.us/Pages/WaylandMA\\_GIS/index](http://www.wayland.ma.us/Pages/WaylandMA_GIS/index). You can also download a

copy of the instructions from this page. Tell us what you think!

Surveying activities were performed in support of several DPW, facilities, conservation and planning projects. New infrastructure in the form of water lines and drainage consumed many days and hours. Paving projects, Hannah Williams playground and mapping of existing drainage structures also contributed to our workload.

Updating tax maps and various GIS data layers are constantly being updated. We are currently in midst of a major readjustment of the parcel boundaries in order to align them with the new aerial mapping. We look forward to your input. Please feel free to stop by our office if you have any questions.

Respectfully Submitted,  
Alfred M. Berry, P.L.S.  
Town Surveyor

## **ZONING BOARD OF APPEALS**

The Wayland Zoning Board of Appeals is composed of five members (Chairman Michael Thomas, Jerry Boos, Thomas White, Aida Gennis and Eric Goldberg), and three associate members (Shaunt Sarian, Linda Segal and Michael Connors), appointed by the Board of Selectmen. The ZBA conducts public hearings on all applications for zoning relief. The ZBA generally meets on the second and fourth Tuesday of each month at 8:15 p.m. The meetings for each public hearing are held in the Town Building. Participation in the public hearings by interested citizens is always welcomed.

The cases that are heard by the ZBA include: (1) applications for dimensional or use variances from the zoning bylaws, (2) applications for special permits requested under the zoning bylaws, and (3) appeals from various decisions of the Building Commissioner. The ZBA also hears applications for site plan approval under certain circumstances. The ZBA has jurisdiction over comprehensive permit applications under Massachusetts General Laws Chapter 40B, in which a developer, under certain circumstances, is able to bypass local zoning laws if 25% of the proposed units are affordable. The ZBA has jurisdiction over cell tower applications which are governed by the Telecommunications Act of 1996, by virtue of which an applicant, under certain circumstances, is able to bypass local zoning laws if there is a “substantial gap in coverage” and there are no feasible alternatives.

The most common type of proceeding heard by the Board is a request to construct an addition to a home that is “grandfathered,” i.e., it does not comply with the current zoning bylaws, but did comply with the bylaws that were in effect at the time it was constructed. If such an addition will either increase the gross floor area of the dwelling by more than 20%, or deviate in any way from the current bylaws, a special permit is needed from the ZBA.

Notices of hearings before the ZBA are published in the legal notices section of the Wayland Town Crier at least fourteen days prior to the date of the hearing. In addition, abutters of the subject property are notified of a hearing by mail. Each applicant is charged a filing fee, which covers the cost of publication and other administrative expenses. ZBA application forms may be obtained from the Building Department in the Town Building during regular business hours or from the Town Website. Decisions rendered by the Board are filed with the Town Clerk; notice of each decision is given to the applicant and others and, after an appeal period of twenty days has lapsed, the decision becomes final, unless an appeal is filed. In the event that the ZBA grants relief to an applicant, the special permit or variance is generally granted subject to explicit conditions.

The Building Commissioner is the Zoning Enforcement Officer for the Town. Citizens may report zoning violations and requests for zoning enforcement in writing to the Building Commissioner. The ZBA has jurisdiction to hear appeals relating to the Building Commissioner’s response to such requests.

There were 37 applications filed with the Zoning Board of Appeals during FY 2013. A total of 20 hearings were held along with 4 site visits. Fees totaling \$5,700.00 were collected.

In FY 2013, the ZBA presided over a number of signage and commercial applications including approval of a Habitat for Humanity 40B project, a number of applications seeking permits to conduct in-house professional practices, additions, tear-downs with rebuilds and appeals from decisions of the Building Commissioner.

## **ENERGY INITIATIVES ADVISORY COMMITTEE**

The Energy Initiatives Advisory Committee met approximately once a month during FY2013 to advance the following projects:

**Energy Saving Performance Contract (ESPC)**

The Energy Committee continued to work with Ameresco on an ESPC. Throughout the fall of 2012, Ameresco investigated energy conservation measures for Wayland's municipal buildings. The Preliminary Energy Audit was completed in late November 2012, and Ameresco is now working on the Investment Grade Audit to finalize pricing and savings. The Committee aims to present a package of measures for an ESPC this fall during the capital planning process, leading to a vote on the measure at April Town Meeting.

Wayland received an OATA grant for \$12,500 in January 2013 for the services of an owner's agent during the process.

**Green Communities Grant**

Wayland has \$80,734.24 remaining from the original DOER Green Communities grant of \$131,775. The Energy Committee expects to use the funds toward energy conservation measures identified in the IGA described above.

The Energy Committee submitted an Annual Report to the DOER on the progress toward the goal of 20% municipal energy reduction in the 5 years following the Green Communities grant award. Lighting projects completed at the Middle School with grant money yielded a 16% reduction in electricity use there and upgrades to selected street lights to high pressure sodium accounted for a 14% reduction. Energy use at the new high school is expected to be similar to or slightly less than the old building but is still being confirmed. A conversion to gas from oil completed in Sept. 2013 at the Cochituate Fire Station will also yield reductions. The majority of reductions, however, are expected to result from implementing the ESPC.

**Streetlights**

In 2012 NStar updated 104 of the 731 street lights to high pressure sodium. The Energy Committee recommends upgrading all the lights to LED, and is currently working with NStar on a pilot project. The pilot program will consist of 15 LED lights and NStar has indicated installation should begin in October 2013.

**Municipal Solar**

The Energy Committee is currently investigating options for solar PV projects on municipal building

roofs and land. They are considering proposals from both Broadway Electrical and SunEdison through group procurements by MAPC and PowerOptions, respectively. Viable projects identified thus far are the Middle School roof and the Happy Hollow Wells site. The Committee is currently meeting with concerned Boards to move projects toward a Town Meeting vote in April 2014.

**Solarize Massachusetts**

The Solarize Initiative led by Transition Wayland concluded in November 2012, with the joint initiative of Wayland, Lincoln and Sudbury leading to 137 new systems, and Wayland alone accounting for 74 of those. The combined installed capacity was 1.28 MW, exceeding the 1MW goal.

**Future Goals**

The Energy Committee will be lending support to a Home Energy Assessment initiative which will be led by Transition Wayland in the style of Solarize. The Committee may consider additional municipal solar projects, such as on a future DPW building. A speaker series on low or Zero Net Energy Homes is being considered.

## **ECONOMIC DEVELOPMENT COMMITTEE**

---

The Wayland Economic Development Committee (EDC) was established by the Board of Selectmen in 2010 to support, promote, encourage and advocate for the town's commercial tax base, strengthen the local economy, and diversify the tax base in a manner consistent with the character of our community.

To date, EDC's primary task has been to review potential uses for 7.3 acres of Wayland-owned land along Route 20, between the Transfer Station access road, up to and including the land under the decommissioned Septage Facility. Today, it consists of dirt piles, chain-link fences, empty brick bunker-type buildings and interim school bus parking.

EDC reviewed a wide variety of potential uses for the property, including playing fields, a new DPW facility, a hockey rink, solar energy, or office, flex manufacturing or industrial buildings. Several were non-revenue generating; others were determined not to be the highest and best use of this well-located site.

An altogether different recommendation was made by the EDC: to create primarily independent-senior

rental housing. This housing would address an unmet need in the Town for affordable and market rate rental housing for seniors who want to downsize and reduce their cost of living but who currently have few if any options available if they want to stay in Wayland. The property is Wayland's "diamond in the rough," providing the Town a unique opportunity to receive funds upfront from a sale of the property and then to achieve significant new annual tax revenues for the Town in perpetuity. With 25% of the units designated as affordable, *all* the rental units in the development will count toward Wayland's affordable housing inventory, getting us substantially closer, if not reaching, the 10% level which would free us from the threat of future Chapter 40B projects. In addition, as a primarily senior community, the development will not require as many Town services, will generate less traffic and septic impacts, and will benefit from proximity to the beauty of the Sudbury River and the walkable neighborhood amenities of nearby Town Center and the future bike path.

At Town Meeting in April 2012, up to \$360,000 in funding for due diligence efforts to evaluate the site was approved. EDC undertook environmental and market studies, and based on satisfactory results, continued onto soils, perk tests, civil, traffic, tax revenue analysis, site planning, view shed impacts, and other studies to evaluate the potential of the site, and to address concerns, so that the project, if proposed, would be consistent with the character of the community, minimize impacts, and provide the appropriate financial benefit for the Town. For Town Meeting in April 2013, with all information in hand, EDC recommended to the Board of Selectmen, Community Preservation Committee and Planning Board, to program the site for 216 units of rental housing, with 25% affordable and not less than two-thirds age restricted to those 55 and older. All boards were in agreement and articles were sponsored for Town approval. Two articles were

proposed on Town Meeting floor, the first to sell the land, and the second to authorize the zoning overlay. Both required two-thirds approval for passage. The first article had solid majority approval but missed two-thirds passage by just 7 votes. The second was then effectively moot.

EDC expects to return to Town Meeting in April 2014 with modified project parameters to respond to voter concerns, such as overall height and massing, and age restriction criteria, and with new information to answer questions such as zoning interface with the Wireless Communications District. In addition, this timing allows the DPW River Road facility to be resolved first at Fall Town Meeting 2013, so that the BPW has the clear ability to release the Route 20 parcels for non-DPW uses thereafter.

The River's Edge project has enveloped the majority of EDC's efforts in 2013, however, additional projects of the EDC include:

- Working with Wayland Planning Department to request MassWorks funding for sidewalk improvements along Route 20 and Route 27, to help make the entire Wayland Center / Town Center commercial district walkable and more attractive
- Investigating sewer solutions for Wayland Center Route 20 corridor and Cochituate commercial districts
- Investigating potential solar installations on Town property, supporting the Energy Committee
- Working with private developers, Design Review Board and Planning Board to help encourage and facilitate appropriate commercial development for the Town at key sites, such as the Whole Foods plaza

## PUBLIC SERVICES

### BOARD OF HEALTH

The Board of Health derives its authority through specific delegation of power from the State Legislature. This authority includes both the powers that are expressly granted by state statutes and those powers that are implied from those statutes. The extent of the state's delegation of power varies from designating the Board of Health as the primary enforcement agent of the state's regulations to authorizing the Board of Health to draft its own regulations regarding public health matters (M.G.L. c.111 §31). Local regulations may be more stringent than existing state mandates, but in no case may they be inconsistent with state regulations.

The Board of Health derives its authority through specific delegation of power from the State Legislature. This authority includes both the powers that are expressly granted by state statutes and those powers that are implied from those statutes. The extent of the state's delegation of power varies from designating the Board of Health as the primary enforcement agent of the state's regulations to authorizing the Board of Health to draft its own regulations regarding public health matters (M.G.L. c.111 §31). Local regulations may be more stringent than existing state mandates, but in no case may they be inconsistent with state regulations.

We wish to thank Arnold Soslow, M.D., who retired from the Board after serving the town since 2007 and we welcome Elisabeth Brewer, M.D., who joined our Board at the April Town Elections.

This report is provided by Public Health Director Julia Junghanns who has worked for the Board of Health since November 2000 and has been Director since July 2011.

#### Board of Health initiatives

The Board of Health adopted Floor Drain Regulations as required by the Mass DEP Wellhead Protection Regulations. The required procedures were followed to finalize this adoption process. In Wayland ground water provides the sole source of the town's drinking water. Adoption of the Floor Drain Regulations is a preventative measure for the purposes of preserving and protecting the town's drinking water resources from discharges of pollutants to the ground via floor drains, reducing the risk to public health and the environment due to such discharges, and minimizing the threat of economic losses to the Town. The regulation applies to all applicable facilities, existing and new, within the Town of Wayland.

The Board of Health held a series of meetings for open discussion and a public hearing to incorporate Adult Mosquito Control into our Mosquito Control Program. Criteria was set for when to spray following the Mass DPH Arbovirus Surveillance and Response Plan guidelines, and using Public Health risk as a determining factor.

The Board has also been involved with ongoing Board meeting discussions regarding the Community Water Fluoridation Program. These discussions have continued into FY14.

Office staff has been working with the IT Department to identify areas where online services can be offered. Going forward we will continue to strive to make improvements to our services and our website. We hope that this will help to streamline some of our processes and enable us to provide more convenient and efficient services for our customers and assist office staff with expediting applications for projects requiring our approval.

#### Inspectional Services

Board of Health personnel perform all aspects of subsurface sewage disposal, from witnessing soil testing and site evaluations, plan reviews and field inspections during installations to ensure full compliance with Title 5 Regulations of the State Environmental Code and our Local Rules and Regulations. This work continues to require a large portion of our staff's time even with the continued struggling economy.

|                             | <u>FY12</u> | <u>FY13</u> |
|-----------------------------|-------------|-------------|
| <b>Total Septic Permits</b> | <b>120</b>  | <b>91</b>   |
| New Construction            | 24          | 19          |
| Upgrades                    | 46          | 28          |
| Alterations                 | 46          | 38          |

|                                    |            |            |
|------------------------------------|------------|------------|
| <b>Misc.</b>                       | 4          | 6          |
| <b>Soil Testing</b>                | <b>82</b>  | <b>79</b>  |
| <b>Building Permits</b>            | <b>183</b> | <b>147</b> |
| <b>Total Title 5 reviewed</b>      | <b>181</b> | <b>185</b> |
| Passed                             | 253        | 171        |
| Conditionally Passed               | 13         | 6          |
| Failed                             | 15         | 8          |
| <b>Certificates of Compliance*</b> | <b>80</b>  | <b>89</b>  |

\* The total # of Certificates of Compliance denotes the complete installation of new septic systems or repairs to failed septic systems.

Throughout the year, office staff has been very involved with several large projects and related septic plan reviews, building approvals and ongoing inspections. These projects are: Northbridge Assisted Living a 64 bedroom facility, Wayland Forest a 38 bedroom 40B condo development, and the Town Center septic system (a 9,900 gallon flow design).

The Board of Health provided its routine inspectional services as required by State Law relative to public and semi-public swimming pools, the town Beach and recreational camps. State regulations require bacterial testing on a weekly basis at the Town Beach, where samples exceeded State standards twice during the past years swimming season. We attribute these exceedances to a trend of unusually hot weather and possibly also heavy rains or water-fowl in the swimming area. Additionally, investigation and follow-up of complaints filed with the Board of Health relative to improper trash storage, unsanitary lots and housing, public health nuisances and other environmental matters were also conducted. Our BOH Sanitarian/Inspector Bill Murphy, along with the assistance of the Health Director when necessary, conducted the bulk of these inspections and plan reviews.

Food Inspector Beth Grossman completed semi-annual inspections this year of all permitted food establishments as required by MA Food Code. This includes school cafeterias, church kitchens, full service restaurants, assisted living kitchens, pizza, bagel and sandwich shops, private club kitchens and any establishment serving packaged foods. The exceptions are those that open seasonally, which are inspected once per season. This includes 45 Farmers Market booths at the Winter and Summer Farmers Market at Russell's running January through October. Re-inspections to follow up on any violations were conducted.

New establishment plan reviews, pre-openings, and opening inspections at Town Center were Bertucci's, Panera, Stop and Shop, Orange Leaf, Subway. Plans for these establishments were reviewed and approved and this required many hours of the food inspector's time.

The Board of Health congratulates Food Inspector Beth Grossman for successfully completing the MA Public Health Inspector Training Food Certificate Program's Level Two joint field training inspection process. Beth Grossman now meets the requirements of a Qualified Field Trainer for the MA PHIT Food Certificate Program. This program is a collaborative effort of Boston University School of Public Health and the NE Alliance for Public Health Workforce Development, US FDA, MA Dept of Public health, MHOA, and other associations. This makes Beth one of the first people in the state with this qualification.

### Food Inspections

|  | FY12  | FY13 |
|--|-------|------|
| Routine Inspections                                | 111   | 134  |
| Re-inspections                                     | 68    | 81   |
| Food borne Illness Investigation                   | 2     | 1    |
| General Complaints                                 | 1     | 7    |
| Plan Reviews                                       | 6     | 15   |
| Farmer's Market vendors                            | 45    | 45   |
| Temporary event /food safety review (mostly phone) | 8     | 10   |
| Power outage visits                                | 6 hrs |      |
| Variance hearing                                   |       | 3    |
| Residential Kitchens                               |       | 4    |
| Mobile vendors                                     |       | 4    |

### Routine Services

The Department oversees the daily management of public health and environmental programs, collection of communicable disease statistics, issuance of burial permits, issuance of licenses as reported in the statistics section, review of subdivision plans and building permit applications, and monitoring the contracted services in the areas of mosquito control, animal control, mental health services, and Hazardous Waste Collection days twice yearly. Staff has been involved with responding to complaints and trying to manage problems related to beaver dams through the regulatory process at several locations in Town.

### Rabies Control



The risk of rabies continues to be a potential problem. Rabies has been found in the past in foxes, raccoons, skunks and bats in town. The Board of Health continues to provide information to the community in an effort to reduce the threat of rabies to the general public.

### **Tick-borne illness**

DEER TICKS appear in our woods, back yards, grassy areas and trails searching for a blood meal from an animal or human host. Residents in towns in western Middlesex County, where ticks are particularly prevalent, might know or know of a family member, friend or neighbor who has been treated for one of the three tick-borne diseases that are becoming widespread in our area: Lyme, Anaplasmosis (Ehrlichiosis), and Babesiosis. These diseases can seriously impact an individual's health and life-style, and it's important to learn about the diseases, their symptoms and ways in which you can protect yourself and loved ones.

PHN/Nurse Leader Ruth Mori has been our Wayland representative who has attended meetings since September 2012 to confront this serious regional public health issue and share ideas and resources regarding prevention of tick-borne diseases. Known officially as the Middlesex Tick Task Force, representatives from Acton, Bedford, Carlisle, Concord, Lexington, Lincoln, Waltham, Wayland and Weston envision their mission as providing tick-borne disease education for their residents. The group's goals are to increase awareness of tick-borne diseases in our towns, to educate residents about effective prevention measures, and to promote inter-town collaboration about these diseases in Middlesex County. Part of this year's initiatives was planning to incorporate posting tick warning signs, along with educational materials at Conservation Trails in Wayland.

### **NURSING**

Ruth Mori, R.N., B.S.N., continues to function in the dual role of Public Health Nurse and School Nurse Leader. She manages a number of necessary functions as per MDPH requirements that involve vaccine management, communicable disease follow up, emergency preparedness, as well as direct oversight of our Community Health Nursing Program.

This year residents were offered Seasonal Flu in injectable and mist formulations. We also offered Hi-Dose Flu Vaccine for our residents aged 65 and older who requested it. With parental consent, Flu vaccination was available to students within each Wayland Public School as well. In addition, Pneumococcal, Tetanus, Diphtheria and Pertussis (TDAP) vaccine was provided to residents according to the CDC recommendations for those who requested it.



Additionally Ruth Mori works as our coordinator to the MDPH Region 4A Coalition for collaborative emergency preparedness. We receive substantial support from the Medical Reserve Corps (MRC) volunteers, a group of over 20 very active members providing clinical and clerical support to the Public Health Department under Ruth's management. The dedication of our MRC members continues to ensure quality services are provided at our clinics and to function as part of the incident command structure in case an actual Public Health emergency occurs.

### Community Health Nursing

The Board of Health, under a memorandum of understanding with the School Committee, completed its ninth year of responsibility for the School Nursing Program which includes 5 full time school nursing positions. Each of our schools has a full time R.N. during regularly scheduled school hours. These nurses provide an array of health services for the population within each of their schools. The School Nurse Leader portion of the Public Health Nurse/School Nurse Leader dual role provides direct supervision to the entire Community Health Nursing Program. The Massachusetts Department of Public Health Essential School Health Services division has provided funding for school health supplies, services, and educational programs that are beneficial to our program. The Community Health Nursing Program promotes the education of students by supporting the overall health, wellness, and safety of all individuals within the school environment.

Specifically, nurses provide emergency, routine, and preventative health services to the schools, consult with school staff and parents concerning health concerns, provide health education services as needed and maintain student health records. The nurses oversee and perform all required screening services to students and comply with all relevant State regulations and reporting requirements. In addition, there are several substitute nurses within our Community Health Nursing Program who work on an as-needed basis.

As part of the Massachusetts Department of Public Health Essential School Health program, there are statistical requirements that must be fulfilled. Our data collection for the following information occurred between September 2012-June 2013. There were a total of 20,271 student visit encounters to our health rooms as a result of accidents, illness, and medicines. Overall there was an 89% return to class rate, meaning that a student was able to have their concern managed and return to class without having to be dismissed or be away from class for prolonged periods. Additionally nurses perform health screenings and/or re-screenings as mandated by the Massachusetts Department of Public Health. This now includes the Body Mass Index (BMI) screening for which parents were provided the results. From the screenings that were performed our nursing staff referred 24 students for potential hearing concerns and 92 students for potential vision issues. We had at least a few students in each school who were

provided with adaptive equipment such as glasses to ensure the ability to fully access their learning environment. Our nurses continue to be a part of the collaboration between the Health and School Departments and are an integral part of the educational setting.

### Public Health Nursing Services

Our Public Health Nursing focus is preventing disease and decreasing the development and transmission of health conditions that impact our residents and to assist in the management of the overall health of our community. The Public Health Program covers a broad range of services to Wayland residents and includes the following:

- Monthly Blood Pressure Clinics
- TB Screenings
- Vaccine Administration:
  - 1,482 doses of seasonal flu (injectable) vaccine
  - 375 doses of seasonal flu (mist) vaccine
  - 12 doses of Tdap vaccine
  - 1 dose of Td
  - 10 doses of Pneumococcal vaccine
- MA DPH Vaccine Administrator/Provider
- Oversee Medicare and Health Insurance Flu Vaccine Reimbursement Program
- Follow up of MA DPH Reportable Communicable Diseases (94)
- Community Health education
- Conduct health inspections and health related education to Summer Camp Programs provided within Wayland
- Collaborate with Region 4A Emergency Preparedness activities
- Prepare MA DPH Emergency Preparedness deliverables
- Medical Reserve Corps Coordination

### BOH Health Statistics as of June 30, 2013 Communicable Diseases reported to the Health Department:

|                                 |   |
|---------------------------------|---|
| Babesiosis                      | 2 |
| Campylobacteriosis              | 3 |
| Encephalitis                    | 1 |
| Enterovirus                     | 1 |
| Group B Strep                   | 1 |
| Haemophilus Influenzae          | 1 |
| Hepatitis B                     | 4 |
| Hepatitis C                     | 5 |
| Human Granulocytic Anaplasmosis | 5 |

|  |    |
|--|----|
| Influenza                                | 19 |
| Latent Tuberculosis                      | 1  |
| Lyme Disease                             | 38 |
| Pertussis (and other Bordetella species) | 3  |
| Rocky Mountain Spotted Fever             | 1  |
| Salmonellosis                            | 3  |
| Shigellosis                              | 1  |
| Varicella                                | 6  |

### Animal Inspector

Animal Inspector Bruce Sweeney provided annual inspections for animal keeping permits in the Town. The following is a summary of the animal inspections for FY12 along with a view to FY13 for comparison purposes:

|               | FY12 | FY13 |
|---------------|------|------|
| Horses/Ponies | 46   | 41   |
| Sheep         | 10   | 9    |
| Goats         | 3    | 3    |
| Swine         | 4    | 11   |
| Cattle        | 70   | 86   |
| Donkeys       | 1    | 1    |
| Llama         | 1    | 1    |
| Chickens      |      | 47   |
| Water Fowl    |      | 12   |

### Animal Control Officer

Animal Control Officer David Poirier responds to requests from the Police Department, the Board of Health and from citizens regarding problem animal reports on public and private property. On average he responds to 20 calls per month for the collection and disposal of dead animals on public property with larger call volumes in the April through August time frame.

### BOH Permitting Statistics as of June 30, 2013

|                                     | FY12 | FY13 |
|-------------------------------------|------|------|
| Animal Keeping                      | 26   | 25   |
| Burial                              | 164  | 180  |
| Disposal Works Installers           | 35   | 33   |
| Review of Previously Approved Plans | 5    | 4    |
| Variance Requests                   | 11   | 23   |
| Food Service Establishments         | 27   | 39   |
| Limited Food Service                | 13   | 14   |
| Residential Kitchens                |      | 3    |
| Farmer's Markets                    | 46   | 45   |
| Milk & Cream                        | 25   | 33   |
| Retail Food                         | 7    | 11   |
| Limited Retail Food                 | 9    | 7    |

|                                 |    |    |
|---------------------------------|----|----|
| Funeral Director                | 1  | 1  |
| Operating Semi-Public Pool      | 11 | 11 |
| Pool Construction               | 1  | 2  |
| Pool Installer                  | 1  | 2  |
| Recreational Camps for Children | 5  | 5  |
| Refuse Collection               | 18 | 14 |
| Septage Hauler                  | 22 | 24 |
| Tobacco Sales                   | 12 | 14 |
| Wastewater Treatment Plant      | 3  | 4  |
| Private Well                    | 11 | 9  |
| Frozen Dessert Mfg              | 1  | 2  |
| Mobile Food                     |    | 1  |
| BoH non-variance hearings       |    | 29 |

In addition, 192 residents participated in the two Household Hazardous Waste Collection Days sponsored by the Board of Health.

### HUMAN RELATIONS SERVICE, INC.

We are glad to offer this summary of our agency's work in Wayland in FY 13. The Human Relations Service (HRS), a private, non-profit community mental health agency, has been the Town's provider of mental health services since FY 97. As the table below shows, during FY 13 HRS provided 1,353 total service hours to Wayland residents. 1,309 of these were for clinical service. Of these, 901 were provided to residents who sought help directly and 408 to students in the Wayland Public Schools who were seen in connection with their special education plans (diagnostic, testing, individual, group, or family therapy). The former group included families with children who didn't have special education plans, and residents of the town who were referred by other clients, pediatricians or other health care professionals who know of our work. (All Wayland residents are eligible to be seen HRS regardless of their ability to pay.) These clients received outpatient psychotherapy for a range of mental health issues.

In addition to the above, we provided 44 hours of consultation to school staff about their work with students. This combination of treatment and consultation is an ideal way to both meet students' needs and avoid the dislocation and expense of residential and other special programs.

The dollar value of our services exceeded by more than \$50,000 our Town grant and the fees we receive from residents. We raise money ourselves to close the gap.

**Service Hours**

|  | <u>FY 12</u> | <u>FY 13</u> |
|--|--------------|--------------|
| a.) Clinical to town residents (non-school)    | 920          | 901          |
| b.) Clinical to students with special ed plans | 544          | 408          |
| c.) Consultation to school staff re: b)        | 64           | 44           |
| <b>Total</b>                                   | <b>1,528</b> | <b>1,353</b> |

**School Special Education Services**

|                        | <u>Hours</u> | <u>Charges</u> | <u>Funds</u>  | <u>Surplus/Deficit</u> |
|------------------------|--------------|----------------|---------------|------------------------|
| Counseling to students | 408          | 44,880         |               |                        |
| Consulting to staff    | 44           | 4,400          |               |                        |
| <b>Total</b>           | <b>452</b>   | <b>49,280</b>  | <b>59,310</b> | <b>10,030</b>          |

The above services are not only required by law, they help the Town avoid costly outplacements of students to expensive special education schools and programs. Even one such placement can exceed the entire cost of our grant. This the first time in several years that the charges did not exceed the entire Town funding.

**General Counseling to Residents**

|                                   | <u>Hours</u> | <u>Charges</u> | <u>Fees</u>   | <u>Surplus/Deficit</u> |
|-----------------------------------|--------------|----------------|---------------|------------------------|
| Reduced self-pay fee <sup>1</sup> | 174          | 26,100         | 10,960        | -15,140                |
| Regular fee <sup>2</sup>          | 727          | 119,050        | 71,845        | -47,205                |
| <b>Total</b>                      | <b>901</b>   | <b>153,150</b> | <b>82,805</b> | <b>-62,345</b>         |

**EAST MIDDLESEX MOSQUITO  
CONTROL PROJECT**

The East Middlesex Mosquito Control Project conducts a program in Wayland consisting of mosquito surveillance, larval mosquito control, adult mosquito control during periods of disease risk and public education.

Due to unusually warm weather conditions early in the 2012 season that were favorable for the development of West Nile Virus (WNV) and EEE, there were 33 human WNV cases in Massachusetts and 7 EEE cases including 1 case in the Metrowest area. The adult mosquito surveillance program used traps to collect mosquitoes from 5 Wayland locations. Data was compiled from 15 mosquito trap collections. During the summer and early fall, 16 mosquito samples from Wayland were tested for West Nile Virus and EEE by the Mass. Dept. of Public Health. A sample is comprised of up to 50 mosquitoes of the same species from a mosquito trap. In late July 2013, mosquitoes from 1 Wayland trap collection tested positive for West Nile Virus. Heavy rains during June 2013 produced an emergence of floodwater mosquitoes that resulted in large mosquito populations through the middle of the summer.

The larval mosquito control program relied on the larvicides Bacillus thuringiensis var. israelensis (Bti) and methoprene, which are classified by the EPA as relatively non-toxic. Field crews using portable sprayers applied Bti in the spring and the summer to 20 wetland acres when high densities of mosquito larvae were found in stagnant water. In April a helicopter application of Bti controlled mosquito larvae at 79 wetland acres. During the summer Project personnel applied time release briquets containing methoprene to control Culex mosquito larvae at 2,303 catchbasins. Culex mosquitoes are considered the primary West Nile virus vectors.

The Project's public education program is designed to develop awareness within the public and the private sectors as to their roles in mosquito control. The Project serves as a resource to residents, municipal officials and the local media on mosquitoes and mosquito borne diseases. A web page ([www.town.sudbury.ma.us/services/health/emmcpc/](http://www.town.sudbury.ma.us/services/health/emmcpc/)) provides residents with information on mosquitoes, control programs and related topics.

Respectfully submitted, David M. Henley, Superintendent

<sup>1</sup>Patients who qualify for a reduced self-pay based on income.

<sup>2</sup>Patients who do not qualify for a fee reduction, but for whom we almost never receive our full charge, as insurance reimbursements are invariably lower than the charge.

**FY 13 Focus Areas**

Office staff continues to work on an initiative to locate privately owned wells using a GPS device. Our plan is to link this information to town database/GIS for protection of privately owned wells, both irrigation and potable. Office staff is also working on offering Household Hazardous Waste Day online registration, and are now offering Animal Keeping Permit renewals online. We are also involved with outreach and coordination to bring existing identified businesses into compliance with the newly adopted Floor Drain Regulations. The Board plans to work on updating our Local Tobacco Control Regulations.

**Board of Health Members:**

Chair, Thomas Klem

Vice Chair, Cynthia Hill

Michael B. Wegerbauer

Michael J. Bean, M.D.

Elisabeth Brewer, M.D.

Respectfully submitted,

Julia Junghanns, R.S., C.H.O.

Director of Public Health

---

**INSPECTION/BUILDING DEPARTMENT**


---

The Building Department staff administers and enforces all applicable state and local regulations (Town Bylaws, Zoning Bylaws, Massachusetts General Laws, Massachusetts State Building Code, etc.), for all properties within the Town.

As mandated by Town Bylaws and Massachusetts General Laws the Building Department administers and enforces the following:

- The construction, reconstruction, alteration, repair, demolition, removal, inspection, issuance, and revocation of permits or licenses, installation of equipment, classification, and definition of any building or structure, use and occupancy of all buildings and structures or parts thereof;
- The rehabilitation and maintenance of existing buildings;
- The standards or requirements for materials to be used in connection therewith, including but not limited to, provisions for safety, ingress and egress, energy conservation, and sanitary conditions;
- Interpretation and enforcement of the Town of Wayland Zoning Bylaws and enforcement of certain provisions of the Town of Wayland Town Bylaws.
- Administrative liaison to the Zoning Board of Appeals;

- Administrator and keeper of all records, plans, etc. that pertain to the above responsibilities;
- Periodically inspect and certify buildings and structures or parts thereof with regard to use as required by the Commonwealth of Massachusetts.

On a daily basis, the Building Department serves the residents, business owners, and contractors within the community by processing numerous permit applications, zoning requests for hearings, issuing permits, performing periodic state inspections, conducting site visits, investigating complaints and granting certificates of use and occupancy. Department staff communicates with applicable land use departments to better serve its users and expedite the permit approval process and zoning board hearings and decisions.

We continue to perform the required site inspections pursuant to state and local regulations, investigate complaints with regard to zoning enforcement and building construction.

The following is a list of major projects within the Town of Wayland that are in process or have been completed over the past year:

**Wayland Commons** – Completed construction of 44 affordable and market rate attached single family dwelling units

**Wayland Forest** – Completed construction of 18 affordable and market rate attached single family dwelling units

**Wayland Wastewater Treatment Plant** - Completed construction of a multimillion dollar waste water treatment facility

**134 Boston Post Road** – Commenced construction of a 64 bed assisted living facility

**50 Cochituate Road – First Parish Church** – Commenced construction of a one and one half story 2,200 sqft connector addition

**1-11 Andrew Avenue** – Town Center – Commenced and completed construction of a one story 8,570 sq ft bank and restaurant building

**21 Andrew Avenue - Panera Bread**– Town Center – Commenced and completed construction of a one story 4,113 sq ft restaurant

**25-45 Andrew Avenue** – Town Center – Completed construction of a two story 34,640 sq ft retail and residential core building

**57-65 Andrew Avenue** – Town Center – Completed construction of a one story 9,000 sq ft retail core building

**71-87 Andrew Avenue** – Town Center – Completed construction of a one story 9,000 sq ft retail core building

**101 Andrew Avenue – Stop & Shop** - Town Center – Completed construction of a one story 45,000 sq ft supermarket

**109 Andrew Avenue** – Town Center – Commenced construction of a two story 18,254 sq ft medical core building

**110 Andrew Avenue** – Town Center – Commenced construction of a one story 18,526 sq ft future gym and retail building

**39 Andrew Avenue** – Town Center Project – Completed construction of 12 one bedroom affordable apartments

**14 Elissa Avenue – Bertucci's**– Town Center Project – Completed construction of a 4,560 sq ft restaurant and retail building

**15-21 Elissa Avenue** – Completed construction of a one story 8,820 sq ft retail, restaurant and medical building

**Dwellings** - 16 Single Family Dwellings

**Dwellings** (Attached) - 12 Attached Single Family Dwellings

The Building Department continues to insure the public safety, health and welfare of the residents of the Town of Wayland, as they are affected by building construction.

The following fees were collected for FY'13:

|                         |              |
|-------------------------|--------------|
| Building Permits:       |              |
| Number of Permits ..... | 826          |
| Fees .....              | \$676,246.00 |
| Plumbing Permits:       |              |
| Number of Permits ..... | 313          |
| Fees .....              | \$30,720.00  |
| Gas Permits:            |              |
| Number of Permits ..... | 258          |
| Fees .....              | \$16,195.00  |
| Electrical Permits:     |              |
| Number of Permits ..... | 570          |
| Fees .....              | \$118,751.00 |
| Zoning Cases:           |              |
| Number of Decisions ... | 37           |
| Fees .....              | \$ 5,700.00  |

## BOARD OF PUBLIC WORKS

The mission of the Department of Public Works and the Board of Public Works is to provide safe roadways and sidewalks, effective storm water controls, clean drinking water, efficient transfer station operations and well-maintained park, recreation, and cemetery facilities.

**The Department of Public Works** was formed on July 1, 2009 and is organized into four staff divisions: Highway, Parks, Transfer Station and Water. Each division is committed to customer service – creating and maintaining the highest quality of service within a framework of fiscal responsibility

that relies on efficient utilization of community resources, citizen involvement, and collaboration within the community.

**The Highway Division** is responsible for maintaining, repairing, and constructing all Town roads, sidewalks, bridges, and associated drainage facilities; snow and ice operations; fleet maintenance; and procurement of services for major projects and equipment.

***In FY2013 the Highway Division:***

- Reconstructed 1.1 miles of roadway and associated drainage facilities on: East Holiday, Wallace, Pine Ridge, and Glen roads and Farmcrest Lane. In addition, the Highway Division completed its annual program of sealing cracks on road surfaces to forestall roadway deterioration and cleaned catch basins throughout Town.
- Received 120 permit applications for street/sidewalk openings, 133 trench permits and 8 physical alteration permit applications for installation of or changes to curbs, sidewalks, driveway and road openings, and drainage.
- Responded to 13 winter storms requiring snow removal or deicing to keep roads safe and passable.
- Launched a major effort to clean out and map storm drain structures using the Town's new 'VAC' truck

**The Parks Division** manages and maintains over 200 acres in Wayland including all school grounds, more than 26 athletic fields, town buildings' lawns, the Town Beach, playgrounds including school playgrounds, and miscellaneous parklands. Parks is responsible for the removal of snow for 1/3 of the Town. Park's responsibilities include the care and maintenance of over 200 miles of roadside Town owned trees. Parks oversees and maintains the three Town Cemeteries.

***In FY2013 the Parks Division:***

- Opened the new Hannah Williams Park playground
- Completed major upgrades to the Wayland Town Beach facilities
- Installed Storm water upgrades for town beach – new drainage and hydrodynamic separator to remove suspended solids and protect the beach and Lake Cochituate

**The Wayland Transfer Station** operates as a self-sustaining revolving fund, with fees from stickers and a Pay-as-You Throw bags.

***In FY 2013 the transfer station:***

- Sold 2476 Full and Recycle stickers
- Handled 2110 tons of municipal solid waste and approximately 1200 tons of recycled materials.
- Instituted Single-Stream recycling – making it easier and to recycle.

**The Water Division** was first created by a vote of Town Meeting in April 1878 “to supply itself and its inhabitants with pure water”. This mandate includes complying with all federal and state regulations and maintaining a water system that includes 8 wells, 101 miles of water mains, 755 fire hydrants and a water storage tanks that together hold 2,000,000 gallons of water.

***In FY2013 the Water Division:***

- Completed inter-municipal connections with Natick to improve fire safety in emergency situations
- Upgraded 3,200 feet of water mains along Rt. 30 in Cochituate center.
- Substantially completed moving the Happy Hollow wells up hill and away from the 100 year flood plain, upgrading facilities for safety and ease of maintenance.
- Upgraded pump station electrics and chemical feed facilities at Happy Hollow wells.

**The Board of Public Works**, created in 2009 with the Department of Public Works, is an elected body consisting of five citizen volunteers who are responsible for overseeing and setting policy for DPW operations. The current members are Tom Abdella, Bob Goldsmith, Mike Lowery, Jon Mishara and Michael Wegerbauer. The Board of Public Works normally meets on the first and third Mondays of the month at town building. Meeting agendas are posted on the town website and meetings are open to the public.

***In FY2013 the Board of Public Works:***

- Began traffic calming hearings under policy was adopted that provides a clear process for residents to petition the Board for traffic calming measures in their neighborhoods, such as speed humps, crosswalks, and street lights, to improve pedestrian and bicycle safety.



- Clarified the roles and responsibilities among the Board of Public Works, DPW Director, and Town Administrator.
- Following the guidance of town meeting, instituted a policy to lower its capital reserves by crediting the administrative fee – giving proportionately greater relief to small users.
- Reviewed 29 abatement requests.
- Town Meeting voted that the Water Division shall operate as an enterprise fund.
- Board of Public Works identified water reserve level goals.
- Updated the Physical Alteration Permit process.

#### The Board of Public Works collaborates with the:

- Recreation Commission to maintain existing fields, prioritize upgrades to existing fields, and install new fields based on the town's growing demands; the
- Planning Board to twice annually review trees to be removed from town rights of way and from scenic roads; and the
- Board of Selectmen and Facilities Department to review alternatives for the current DPW facility, which is in dire need of replacement based on its age and condition. Two Board of Public Works members sit on the Permanent Municipal Building Committee, working to find the least-cost, best value solution.

## SURFACE WATER QUALITY COMMITTEE

**SWQC's Mission Statement** –To manage the quality of Wayland's surface water assets. <http://www.issuu.com/wswqc>

#### Organization

- **Committee Members**- Linwood Bradford, Bob Goldsmith, Tom Largy, Mike Lowery and Toni Moores.
- **Annual Budget** –The FY13 budget was \$43,500. About 70% was for Dudley Pond and 15% each for Heard Pond and the North Pond cost-share program. Costs were offset by grants from the Dudley Pond Association, the DCR, and the NYANZA settlement.

#### Dudley Pond (Mike Lowery, project coordinator)

- **Milfoil** – Eurasian Milfoil, an invasive aquatic weed, was well-controlled in 2013 as a result of hand pulling 44,615 plants and herbicide spot treatment of 18.9 acres. SWQC's strategy of hand-pulling as a primary strategy with use of herbicide only when and where necessary continues to work well. Tapegrass may be a problem in 2014.
- **E. Coli** – In collaboration with the Board of Health, Samples were gathered at Mansion Beach weekly over the summer and analyzed for E. Coli, an indicator of fecal contamination. The Beach was closed once in early June for higher than allowed counts.
- **Water Quality** – SWQC continues sampling and analyses during spring, summer and fall at three locations where data has been gathered in the past. Reports can be found at <http://www.issuu.com/wswqc>

- **Septic Systems & Storm Water Runoff** – SWQC continues to review opportunities to reduce the quantities of nitrogen and phosphorus that enter the Pond from septic systems and storm water runoff. It is expected that this effort in conjunction with new State regulations regarding the use landscaping chemicals and the ban on the sale/use of phosphate detergents will reduce the phosphorus load on the Pond and improve water quality over time.



Airboat used in spot herbicide application



**Heard Pond (Tom Largy, project coordinator)**

- **Water Chestnut Control Project** Ten years ago much of Heard Pond was 100% covered by water chestnut plants, making it impossible to boat or fish on many parts of the pond. In 2003 several large mechanical harvesters were used and about 1.2 million lbs of plant biomass was collected, an enormous amount. Mechanical harvesting gave way to hand harvesting over the years and the number of plants harvested steadily decreased to only about 2,000 plants in 2012, meaning that just sporadic plants were encountered on the pond surface. Water chestnut seeds persist in the sediment for up to twelve years and the only effective way to control the plant is to thoroughly and consistently harvest it year after year. The war is close to being won and Heard Pond is now an actively used and vibrant resource for people and wildlife alike.

**North Pond of Lake Cochituate (Mike Lowery/Lin Bradford, project coordinators)**

- **North Pond Milfoil** Better control in Middle pond contributed to reduction in fragments entering North Pond. DCR spot herbicide treatment and hand pulling achieved good control
- **Multi-party Collaborative Effort** - Good control of invasive milfoil continues in North Pond, funded by a two-to-one matching grant from the DCR with Wayland and Framingham sharing costs.
- **Storm Water Controls** – Next year DPW construction of 27/30 intersection will include storm water improvements for Lake Cochituate

**Watershed Nutrients (Toni Moores, coordinator)**

- **Long Range Nutrient Minimization Programs** To protect Wayland's surface water assets and reduce management costs, the SWQC long range program continues to identify, quantify and minimize nutrient sources within each watershed, with the Dudley Pond watershed as top priority.



Tapegrass in Dudley Pond



Dog and Owner paddleboard on Dudley Pond

---

## RECREATION COMMISSION

---

The Mission of the Wayland Recreation Department is to provide programs, facilities, and services designed to enhance individual and community values of physical, social, creative, cultural, and intellectual growth, and development. Our contributions are measured by community participation. Recreation is also responsible for running the beach where great things are happening with the new basketball and volleyball courts.

The Wayland Recreation Department is committed to customer service – creating and maintaining the highest quality of service within a framework of fiscal responsibility that relies on efficient utilization of community resources, citizen involvement, and collaboration within the community.

The Recreation Department works hard to add expanded enrichment programming for our community. We reach far beyond sports including

science, technology, arts, theatre, and family events. In addition we have been working on our Field Use Master Plan Study that will define and develop field needs for the town through the year 2020.

The annual Touch a Truck event was held in September with 2000 in attendance. Fundraising is a vital part of this free event, and local business responded generously as sponsors. Staff worked diligently to provide this fun and successful event for the community.

Our programming is more varied for preschool to adults than the typical recreation department. Science has been a focus of the department offering many science related courses, i.e., Wicked Phab Physics Lab, Wicked Cool Med School, Top Secret Science Fun, Make it and Take It Home, Jedi Master, Pre-Engineering with Lego, and more. A sample of our arts programs are Beginning Game Design, Filmmaking from script to Premier, Wheel-thrown Pottery, Multi-Media Clay, Young Dancer Pre-Ballet,

Drawing and Painting, and Hip Hop Explosion. Non-traditional sports such as Fencing, Archery, Track & Field, Adventure Camps, Kayaking, Cross Country Skiing, and Sailing are combined with the traditional sports to keep our population active.

Many residents take advantage of our Special Annual Events, such as the Touch a Truck, two Family Science Nights, , Fun Days at the Beach, Halloween Parade, Musical Instrument Petting Zoo, Fishing Derby, Spring Egg Hunt, and more.

Check out our program offerings at [www.wayland.ma.us](http://www.wayland.ma.us). And while you are at it join our facebook page: Wayland Recreation Department/Wayland Town Beach.

The Recreation Commissioners for this past year were Stas Gayshan, Anna Meliones, Asa Foster, Brud Wright and Bob Virzi.

## WASTEWATER MANAGEMENT DISTRICT COMMISSION

The Wayland Wastewater Management District Commission (WWMDC) operates a sewer system that serves business and residential properties along Route 20 from Route 27 to Town Center. The wastewater that is discharged to the system flows to a treatment plant located on Town property within Town Center. The treated wastewater is discharged to the Sudbury River. A permit issued jointly by the Federal Environmental Protection Agency and the State Department of Environmental Protection governs the operation of the treatment plant. The plant is permitted to discharge an annualized average limit of 52,000 gallons per day. The average discharge for FY2013 was approximately 16,000 gallons per day. The discharge will increase substantially when Town Center is completed. The average is expected to remain within the current limit. An application for permit renewal for another five years starting in Dec 2013 was completed on time in 2013 June.

One of the highlights for FY2013 was the initial operation in 2012 November of a new treatment plant which was required to comply with the conditions of the permit. The new plant budget which was approved by Town Meeting, was \$5.6 million. The

Commission borrowed \$5.4 million. The loan will be repaid initially by means of a surcharge assessed on the users of the system and then a betterment probably starting in FY2015.

The Wastewater Management District Commission had two members during FY2012: Fred Knight, chair, and Sam Potter. Bill Prendergast retired as the WWMDC executive in 2013 January, and Ira Montague was hired in his place.

The Town's website contains more information about the Wastewater Management District Commission at:  
[http://www.wayland.ma.us/Pages/WaylandMA\\_BComm/Wastewater/index](http://www.wayland.ma.us/Pages/WaylandMA_BComm/Wastewater/index)

***At the April 2014 Annual Town Meeting, there was a motion to require the Wastewater Management District Commission to provide a more complete report. The revised report is hereby included on the following pages 60A and 60B.***

***At the April 2014 Annual Town Meeting, there was a motion to require the Wastewater Management District Commission to provide a more complete report. The revised report follows here on pages 60A and 60B.***

## **REVISED WASTEWATER MANAGEMENT DISTRICT COMMISSION**

The Wayland Wastewater Management District Commission (WWMDC) operates a sewer system that serves business and residential properties along Route 20 from Route 27 to the Town Center development. The wastewater that is discharged to the system flows to a treatment plant located on Town property within the Town Center development. The treated wastewater is discharged to the Sudbury River.

**New Wastewater Treatment Facility:** Construction continued on the WWMDC's new Wastewater Treatment Facility (WWTF) and associated assets, including a pump station, connection pipes and a new outfall pipe to the Sudbury River. Additional work included the installation of new electric and gas connections, as well as the transfer in October 2012 of the back-up generator from the old Wastewater Treatment Plant (WWTP) to the new WWTF. The new plant began initial operation in November 2012. The old WWTP, originally built and operated by Raytheon, was subsequently demolished; the previous outfall pipe was removed.

The Commission sought bids for the operation of the new WWTF. Two bidders submitted proposals: Weston and Sampson (operator of the WHS plant) and Whitewater (operator of the WWTP). Both candidates were interviewed in August 2012. Following evaluation of the strengths of the respective bids, the contract was awarded to Whitewater.

**Discharge Permits:** A permit issued jointly by the Federal Environmental Protection Agency and the State Department of Environmental Protection (DEP) governs the operation of the treatment plant. The plant is currently permitted to discharge an annualized average limit of 52,000 gallons per day. The average discharge for FY2013 was approximately 16,000 gallons per day. An application for permit renewal for another five years, with an increase in discharge capacity to 80,000 gallons per day, was submitted on time in June 2013.

Due to DEP concerns with the ability to meet all subscribed capacity and legal issues related to a lawsuit brought by Twenty Wayland LLC, the WWMDC commissioned

Tighe and Bond to develop a plan for additional groundwater discharge capacity at fields adjacent to the Town Building. The DEP issued an Administrative Consent Order in January 2013 that allowed the WWMDC to submit a permit application for an additional 17,000 gallons per day discharge capacity on the Town Building site. A general permit was issued by the DEP in April 2013. A group of residents appealed the permit on the basis that an individual—not general—permit was required. Following consultation with the DEP, the WWMDC withdrew its general permit application and submitted an individual permit application.

**Additional Connected Users:** In November 2012, major milestones were reached when the Stop & Shop at Town Center development opened for business. In the same time period, residences at Wayland Commons were connected to the new WWTF. Additional users continued to come online in FY2013 as new businesses opened at Town Center and new residences were sold. Wastewater discharge is expected to increase substantially as the Town Center development is completed, although the average is expected to remain well below the current limit.

**Groundwater Leakage:** The Commission continued with efforts to identify the source of excess flows into the WWTP, suspected to be the result of groundwater leakage. Inspections were conducted of all existing connections. A minor leak at one user facility was identified and repaired. In May 2013, a major source of groundwater leakage was identified at the Town Public Safety Building. Corrective action was initiated.

**Lawsuit by Twenty Wayland LLC:** A lawsuit filed by Twenty Wayland against the WWMDC and the Town of Wayland over the interpretation of development agreements, usage fees and discharge capacity continued in FY2013. In June 2013, a Middlesex Superior Court jury found in favor of Twenty Wayland, requiring WWMDC performance per existing agreements, and awarding Twenty Wayland \$989,774 in damages, \$234,298 in pre-trial interest and \$3,412 in costs. A notice of appeal was filed by Wayland.

**Finances:** Income for FY2013 was \$318,668, and expenses were \$599,182. The Commission's balance at the end of FY2013 was \$279,238. The WWMDC developed a budget for FY2014 with income of \$880,067 and expenses of \$687,880. A total of \$5.4 million had been borrowed through the end of FY2013 for the construction of the new WWTF. It is expected that these costs will be recovered from users through betterment fees and/or surcharges.

Due to staffing and operational changes, the WWMDC experienced delays in issuing bills to users. Bills issued in early November included usage charges for two quarters and surcharges to cover capital costs. Efforts were undertaken to rectify errors and develop administrative procedures for regularly quarterly billing.

**Commission Membership and Staffing:** The Wastewater Management District Commission operated with two members during FY2013: Fred Knight, chair, and Sam Potter. Bill Prendergast retired as the WWMDC executive in January 2013, and Ira Montague was hired in his place.



## PUBLIC SAFETY

### FIRE DEPARTMENT

#### Our Mission

The Wayland Fire Department's mission is to provide the finest possible fire, rescue, and emergency medical services to all those that reside in, work in, or visit the Town of Wayland. To meet our mission, we strive to achieve the highest levels of preparedness, prevention, and community involvement.



#### Our Organization

##### **Administration**

The Fire Chief is in the office Monday-Friday and is the administrative head of the department. He also responds to emergencies that need his attention, at any time. The administrative assistant, a part-time employee, handles clerical and administrative duties for the department.

##### **Operations – Full Time Staff**

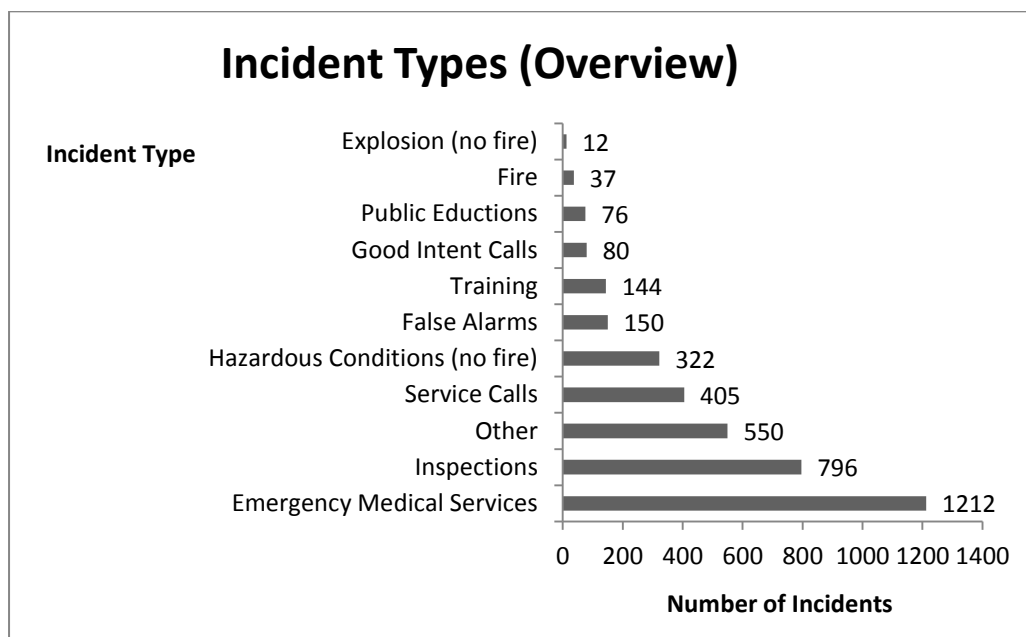
Our normal fulltime staff of 24 is divided into 4 (6-person) shifts, each headed by a Captain (or the Deputy Chief), acting as a shift commander. Normal staffing posts the shift commander and 3 firefighters at headquarters (Wayland Center) and a Lieutenant and a Firefighter at Station # 2 in Cochrane. Full-time personnel are scheduled 24/7, with 6 personnel scheduled to work every minute of every day, including nights, holidays, and weekends. When personnel take time off, the on-duty crew is reduced to 5 personnel. All full-time personnel are cross trained as both firefighting and emergency medical personnel.

### **Part-Time Staff**

The call department is a group of up to 10 trained firefighters and work part-time, attending training sessions and responding to assist us during major events. The per diem paramedics have full time employment elsewhere and work with us on a part-time basis to supplement our advanced life support capabilities while the department hires and trains full-time paramedics. The per diem medics typically work on our intercept vehicle, providing their services to Wayland and Sudbury during the day. They work as paramedics only, not firefighters.

### **Our Incident Statistics - Overview**

A summary overview of our statistics for FY 2013 (July 1, 2012 – June 30, 2013) highlights a trend that has been evident for many years. Fire incidents are decreasing in number and severity as emergency medical service calls are increasing. In FY 2013, emergency medical service calls accounted for 55% of our total emergency responses.



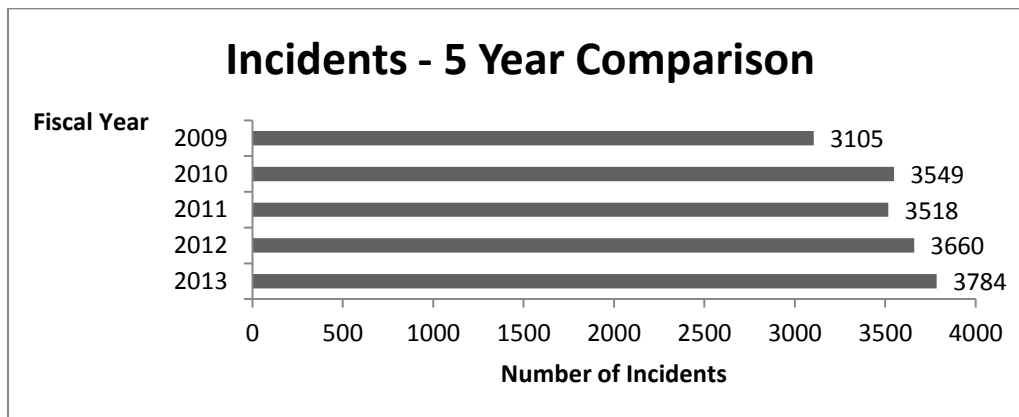
### **Our Incident Response**

Our total incident count for FY 2013 is 3,784; an average of over 10 calls per day. As the number of incidents increase, it is becoming more and more common to be responding to simultaneous incidents that challenge our normal staffing level of 5-6 firefighters split between two stations. While these multiple calls for assistance quickly overwhelm our town resources, the cooperative automatic and mutual aid agreements with our surrounding communities insured that all of these calls were answered promptly with properly trained and equipped personnel.

### **Mutual Aid – The “Give and Take”**

Surrounding communities assisted us during busy periods by sending a mutual aid ambulance to help us 108 times. A fire engine and crew from outside Wayland assisted us 20 times. We returned the favor by assisting our neighboring communities with a similar number of responses to their communities.

Demand for emergency services continues to grow and with construction projects like the Town Center, a new assisted living facility, a group home, and more apartment buildings being developed, it is clear that increased staffing for the Fire Department needs to be considered in the very near future.

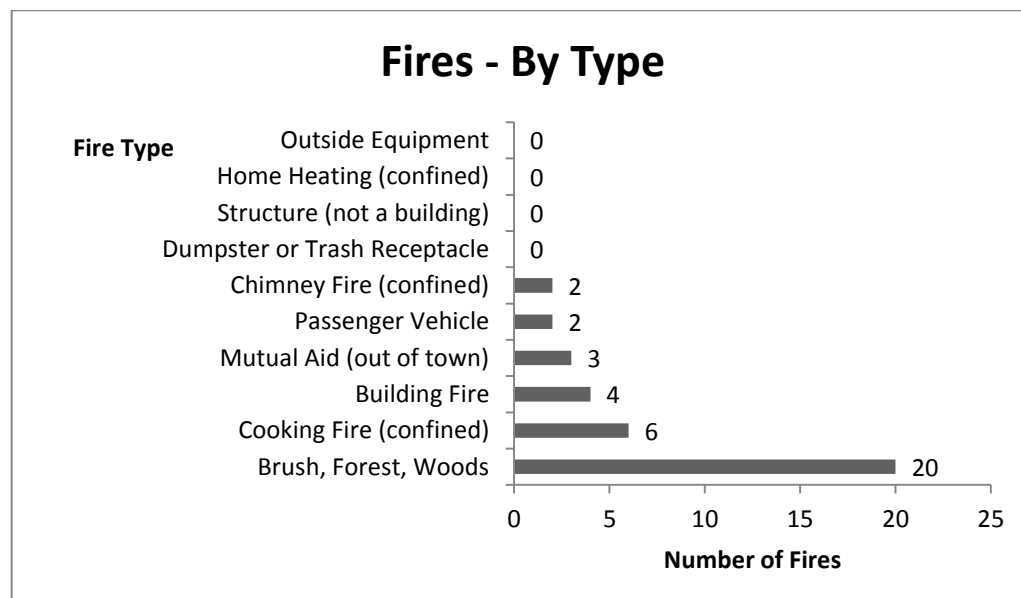


#### Fire Incidents

We believe that our efforts in fire prevention including inspections, code enforcement, public fire safety education, and plan review are major factors in the decreasing number of fire incidents. Advances in automatic fire detection, alarm status monitoring, and automatic fire department notification systems can also be credited for the lower number of fires.

Our department responded to reports of 180 fires, but thankfully, investigation revealed only 37 true fires. The majority of these calls were caused by false alarms or alarm equipment malfunctions, but some fires were pre-empted by quick response and intervention. It is interesting to note which occupancies are affected by fires in order to focus our prevention efforts efficiently.

- Assembly property (restaurant), 8 incidents, \$50,000 damage estimate
- Residential property, 1 incident, \$14,933 damage estimate, 1 firefighter injury
- Mercantile/Business property, 2 incidents, \$61,201 damage estimate
- Outside or special property, 7 incidents, \$7,207 damage estimate, 2 firefighter injuries



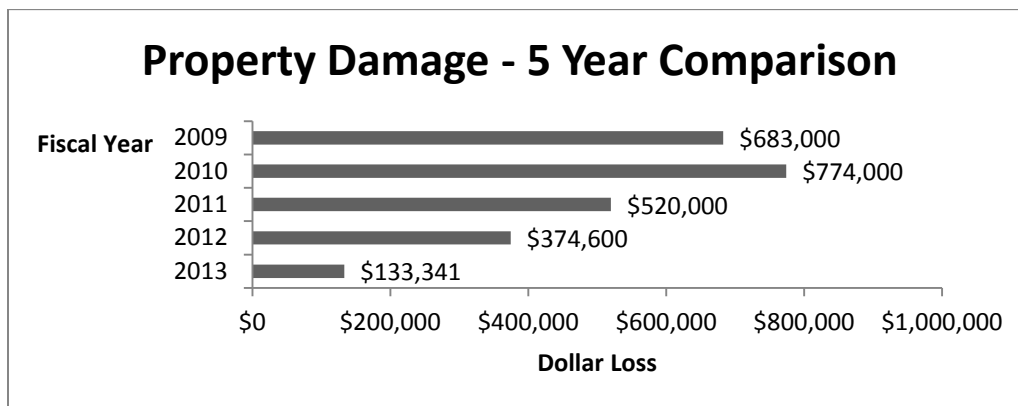


**Firefighter Injuries**

Several firefighter injuries were sustained during the year. Our response is providing injury prevention programs that focus on the type of injuries (sprains and strains) that occur frequently. However a new type of injury debuted in Wayland in November. In an unimaginable event, a Wayland Firefighter was injured when a woman he was trying to help intentionally threw a pan of hot oil into his face. He suffered 1<sup>st</sup> and 2<sup>nd</sup> degree burns to the face including his eyes. The firefighter has recuperated quickly and has returned to work. This is the first case of an assault and battery of a Wayland firefighter in my memory and reminds us all that firefighting is dangerous enough on its own without these unforeseen events taking place. We are all now responding with a little more caution.

**Fire Loss**

Fire damage over the past 5 years has averaged \$645,320. This past year, there was \$133,341. in fire loss, the lowest figure since FY 2003.



In the coming years we will continue our efforts in the areas of fire prevention, code enforcement and public fire safety education, as we strive to further reduce our fire losses. It is clear from our statistics that prevention efforts need to continue to focus on residential occupancies. Initial inspections and comprehensive follow-up inspections need to focus on assembly properties.

**Weather Related Incidents**

In October we were prepared for hurricane Sandy's arrival. As you might expect, the number of run-of-the-mill incidents (medical, fire, inspection calls, etc.) decreased as the storm related calls (wires and downed trees) escalated. On October 29, we responded to 79 incidents, almost all of which were storm related. The main problems were electricity outages and trees down that isolated some areas of town. The February blizzard caused massive power problems on the South Shore, but our area was lucky. We responded to about 25 incidents that were related to the blizzard.

**Inspections, Permits, and Public Education**

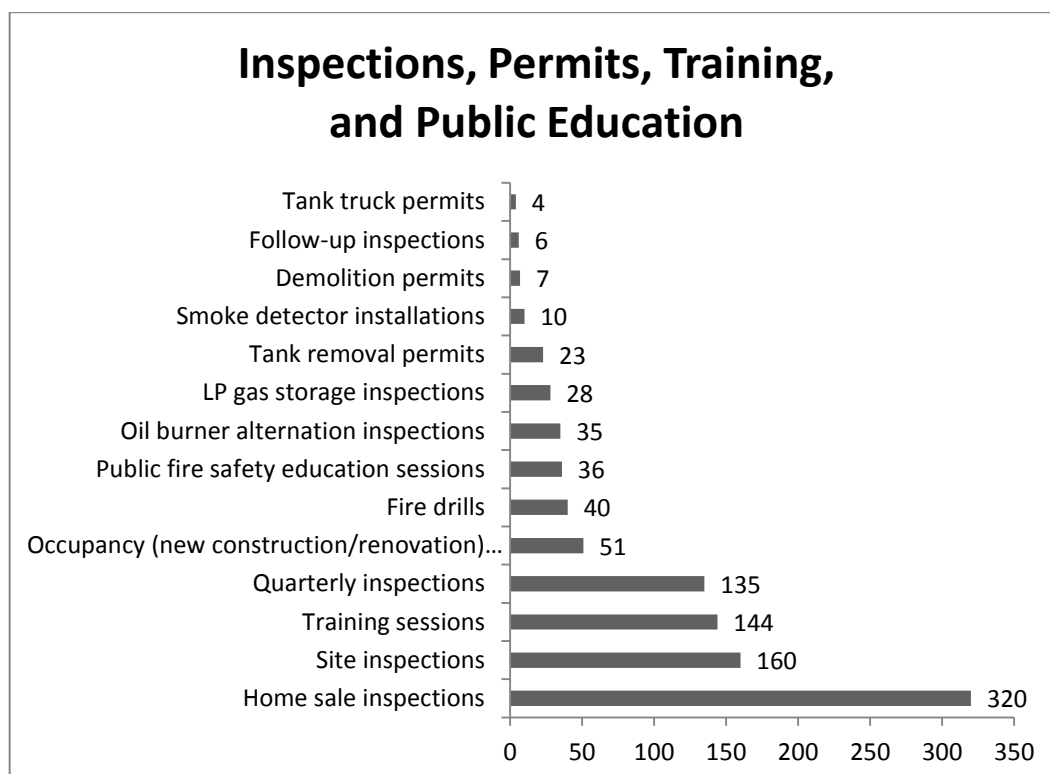
Firefighters perform a multitude of fire and life safety inspections each year which helps to reduce fire loss and ensure code compliance. Before selling a house in the Commonwealth, the home is checked for smoke and carbon monoxide detectors. Other inspections cover the safe installation or operation of potentially dangerous systems like liquid propane gas or home heating equipment. Inspections are conducted quarterly for the schools, assembly properties, and liquor license holders. Fire drills are conducted for all schools and any other occupancy that requests the drills.

Public fire safety education encompasses many different fire department activities. Disaster drill preparation, classroom visits to present age-appropriate fire safety messages, and in-service instructional sessions for health care facility employees are all part of our mission. Wayland Firefighters, members of Local 1978, International Association of Firefighters, volunteering their time also provided a public education program for the high school that



focused on making good decisions. The mock auto accident, complete with fire truck, ambulance, police, funeral home, and chaplain response was presented in May. Internal training sessions are normally planned by the Fire Department, held for on-duty firefighters, and conducted by shift officers. A state grant provided smoke and carbon monoxide detectors and Wayland Firefighters installed them free of charge for senior citizens.

The Fire Department charges a nominal fee for building plan reviews and most inspections and permits. In FY 2013, revenue in the amount of \$40,508 was returned to the town's general fund from inspection, permit, and plan review fees.



#### **Transition to Advanced Life Support - (Paramedics)**

The Wayland Fire Department is in a transition period to provide advanced life support (Paramedics) services with our own full-time personnel. As vacancies in our full-time staff occur, Firefighter/Paramedics are hired to replace the basic level emergency medical technicians. We expect to be finished with this multi-year project in 2015.

During this transition period we continue to operate our per diem advanced life support intercept service. Under this system, our community staffs a non-transport intercept vehicle with a team of per diem paramedics. The team responds to calls in Wayland and other surrounding communities as needed. Currently this service operates seven days a week from 7:00 AM until 5:00 PM. The costs of this new service are, in large part, recovered through the patient's medical insurance and by fees for service to our neighboring communities. Our per diem paramedics responded to calls within Wayland 307 times, went to Sudbury 184 times, Weston 2 times, and Lincoln 2 times in FY 2013.

Providing advanced life support service is a win/win situation for the town. Providing Paramedic-level emergency medical service to our most seriously injured or sick ambulance patients is the right thing to do for our patient's care and is the national standard of pre-hospital emergency care. Depending on outside contractors to provide this service for us over the past several years has been troublesome. We have been disappointed in both the availability of the service and their response time when the service is available. In January, another ALS provider, Community

Ambulance, stopped providing Paramedic service to the area. I am pleased to report that our ALS planning over the past several years has paid off by the ability to provide ALS service for ourselves much of the time. Our intercept vehicle has an average response time of less than 8 minutes (which is the national standard) on all calls, even those outside of Wayland. Having cross-trained Firefighter/Paramedics on our regular staff will allow us to have full time coverage with well-trained personnel.

After a lengthy course and multiple practical and written tests, Firefighter Alexiss Wheeler was awarded certification as a Massachusetts Emergency Medical Technician (Advanced Level) and she is now qualified to work as a Firefighter/Paramedic. Lex is the first Wayland Firefighter to graduate from the Paramedic course at Massachusetts Bay Community College. As of this writing we have 5 Firefighter/Paramedics on staff. One additional candidate is in the testing process, and another firefighter is almost finished with the course.

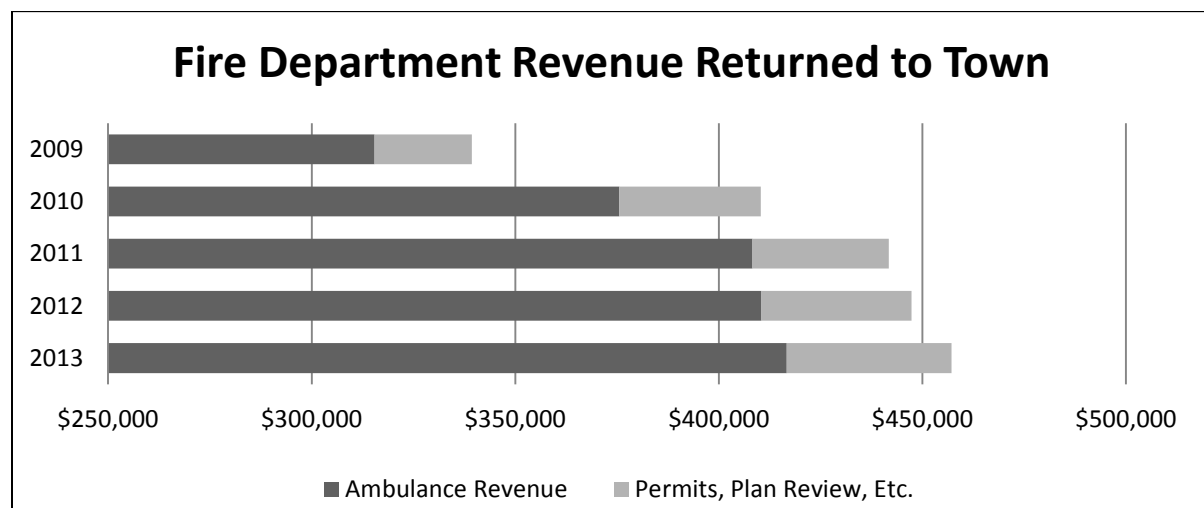
The Fire Department and the Public Safety Dispatchers have assumed additional responsibilities for the benefit of ambulance patients in Wayland during FY 2013. In July, Emergency Medical Dispatch started in Wayland. This program assures that when a 911 call for medical assistance is received, dispatchers trained in the program ask very specific and detailed questions of the caller. This translates into a more appropriate response and in some cases, instructions provided to the caller by the dispatcher helps the patient even before the arrival of the ambulance. For instance, a person that is in cardiac arrest or has stopped breathing would benefit greatly if the caller could help while the ambulance was on the way. Police Chief Irving and the dispatchers are to be commended for getting this program in place. This service will surely save lives and positively impact pre-hospital patient care and treatment.

#### **Ambulance Billing Revenue**

The Town of Wayland, just like other municipally operated ambulance services in the area, invoices patients for transport service. In almost all cases, health insurance pays the majority of the charges. Balance billing is conducted, but there is a hardship circuit breaker for those who cannot afford the charges. Thanks in large part to a billing increase introduced in 2009 and the increased level of service made possible by the per diem paramedic services, this year's deposit into the town's ambulance revenue account was \$416,666.

#### **Total Revenue for the Town**

The vast majority of revenue returned to the town has its origin in ambulance service invoicing but there is also a significant amount of money returned to the town through charges associated with inspections, permits, and plan reviews. Over the years this revenue stream has increased steadily. In FY 13 the total revenue returned to the town from the Fire Department was \$ 457,174.



**Personnel Changes**

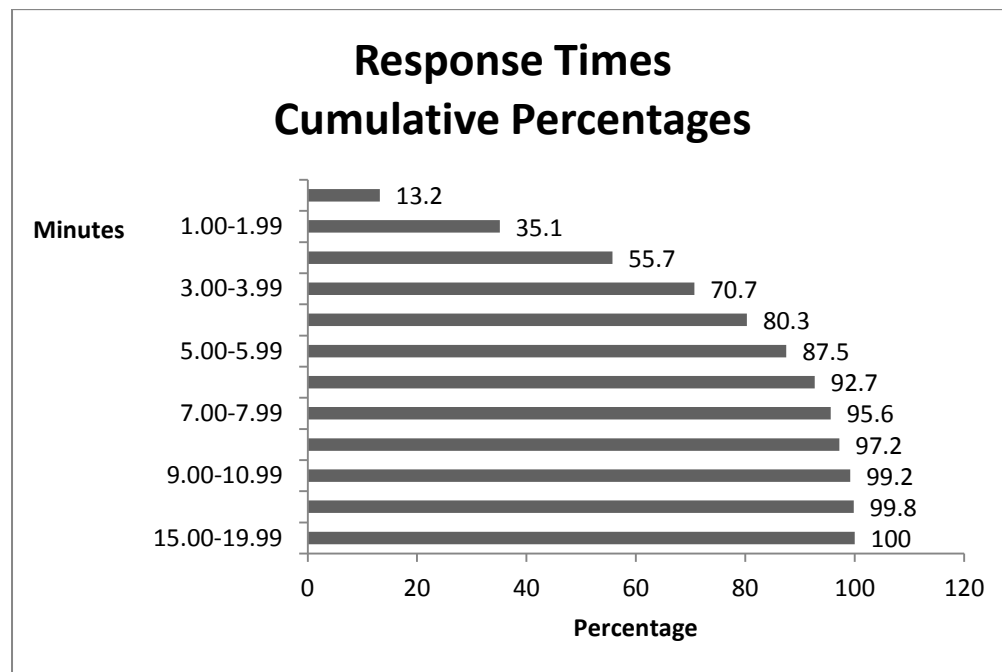
In November, Earl Hart retired from the Fire Department after 31 years of service. We are grateful for his years of dedicated service to the Fire Department and the Town of Wayland. Firefighter/Paramedic Kyle McLaughlin left the Wayland Fire Department in a lateral transfer to the Cambridge Fire Department and Firefighter/Paramedic Colin Richardson was hired in December.

**New Technologies Benefit the Fire Department and the Town**

FY 2013 has ushered in two technological advances that will make the Fire Department more efficient and more effective. Fire Station #2 in Cochituate was added to the public safety computer network. This allows us to communicate more effectively with all personnel (email) and allows for computer entries and queries from Station #2. This capability vastly improves our incident reporting capabilities and training, especially in the area of pre-planning. Also, in December radio fire alarm box installations were started in public buildings throughout town. Radio fire alarm boxes offer wide advantages over the older telegraph type fire alarm boxes. This installation program will expand to include fire alarm boxes on other protected properties over the next several years.

**Fire Apparatus Inventory**

| Description                             | WFD Identifier | Manufacturer | Year |
|---|----------------|--------------|------|
| 1,250 gallon per minute pumping engine  | Engine 1       | E-One        | 1997 |
| 1,250 gallon per minute pumping engine  | Engine 2       | E-One        | 2004 |
| 1,250 gallon per minute pumping engine  | Engine 3       | Pierce       | 2007 |
| 1,250 GPM pump with a 75-foot aerial    | Ladder 1       | E-One        | 1993 |
| 250 GPM pump mounted on pick-up         | Forestry 1     | Ford         | 1997 |
| Ambulance, primary                      | A-1            | Ford         | 2010 |
| Ambulance, reserve                      | A-2            | Ford         | 2005 |
| Chief's car                             | Car 1          | Ford         | 2012 |
| Shift commanders vehicle                | Car 2          | Ford         | 2011 |
| Pick-up truck w/ utility body           | Car 3          | Ford         | 1997 |
| Paramedics response vehicle (intercept) | Fire Medic 1   | Ford         | 2008 |
| Fire alarm repair truck                 | M-1            | Ford         | 2005 |



**Response Times – One of the Most Important Factors in Community Protection**

Response times are calculated from the time when the Fire Department vehicles and personnel leave the station until the arrival of the first vehicle. Response time does not include call processing time in the dispatch center.

I am pleased to report that in over 70% of our responses, we can have well trained and well equipped firefighters to the scene of any emergency in Wayland or in our neighboring mutual aid communities in less than 4 minutes. In 97.2% of our calls, our response time is less than 9 minutes, which is an excellent standard for a department of our size. Lower response times translates to an earlier intervention in emergencies and that means less property damage in fire incidents and better patient outcomes in medical responses.

I encourage anyone with any questions about the Wayland Fire Department Annual Report to contact me directly at 508-358-6910 or [vsmith@wayland.ma.us](mailto:vsmith@wayland.ma.us).

In conclusion, I would like to take this opportunity to thank the Town of Wayland administration, elected officials, other town departments, the citizens of Wayland, and the members of the Wayland Fire Department and their families for their support and understanding over the past year.

---

**POLICE DEPARTMENT**

---

On March 7<sup>th</sup>, 2013, Wayland resident, Nathaniel Fujita, was found guilty of Murder in the First Degree of his former girlfriend, Lauren Dunne Astley. The murder, which had a deep effect on the community, occurred on the night of July 3<sup>rd</sup>, 2011. On the following morning, the 4<sup>th</sup> of July, a woman riding her bicycle and bird watching on Water Row, spotted the body of a young woman in the marsh adjacent to the isolated road. Soon it was determined to be the body of Lauren Astley. Wayland and state police detectives spent countless hours, over a 20 month span, securing and preparing evidence for the case and four Wayland officers testified during the trial. Middlesex Superior Court Judge Peter Lauriat sentenced Fujita to life in prison without the possibility of parole.

During the fiscal year, the police department was again successful in obtaining funds through several grant opportunities, such as the Governor's Highway Safety Bureau's, "Click It or Ticket", "Road Respect", and "Over the Limit, Under Arrest" campaigns. The department also participated in two national "Prescription Drug Take Back Days". In excess of three hundred pounds of prescription drugs were turned in during the two days that residents were asked to bring their old and expired prescription drugs to the Public Safety Building. All drugs were turned over to the Drug Enforcement Agency for proper disposal. The department continues the use of a prescription drug drop-off box that was obtained through a program sponsored by the Middlesex District Attorney's office. Residents may drop off

unwanted prescription drugs at any time in the lobby of the Public Safety Building. The department continued to provide training for Rape Aggression Defense for senior girls at Wayland High School during the year. In February and March the department conducted a "Citizen Police Academy". This is an eight week program designed for citizens with an interest in the numerous ways the police department serves the public.

The Wayland Joint Communications Center completed its first full year of Emergency Medical Dispatch. Training has been provided for all dispatchers and the materials necessary for operating an Emergency Medical Dispatch Center were acquired through State Emergency 911 grants. Dispatchers provide pre-arrival instructions for all medical calls that meet the criteria for emergency medical dispatch. These potentially life-saving instructions are contained in easily accessible emergency medical dispatch cards at each dispatch console.

In fiscal year 2013, the police department continued its efforts to curb the accident rate in our town by enforcing motor vehicle laws, and working with the Wayland Highway Department to insure that roads are well maintained and have appropriate regulatory and warning signs. The accident rate increased from 287 crash reports in fiscal year 2012 to 340, an increase of 18.5%. There were no fatal motor vehicle crashes during the year. There was a total of twenty-

nine arrests for Operating Under the Influence of Alcohol during the year.

The authorized strength of the department was restored to the level it was at in 2004. The department now has 23 authorized officers, including the chief. This is an increase of one officer from the prior fiscal year. The position will be filled through the civil service system as soon as possible.

On March 20<sup>th</sup>, 2013, longtime dispatcher Bill Reilly died unexpectedly at the age of 53. Bill served as a public safety dispatcher in the Joint Communications Center for more than 20 years.

The Wayland Police Department maintained a vigorous training program during fiscal year 2013. All officers received firearms training and qualifications and attended the police in-service training. Individual officers attended specialized training in subjects such as; Advanced Roadside Impaired Driving Enforcement, Breath Test Operator Certification, Response to Active Shooter Training,

Annual C.P.R. and Defibrillation Training, Sergeant's Leadership Conference, Child Passenger Safety Seat Certification, Crisis Negotiation, Tools for Reducing Negativity and Raising Morale, Essential Communication Skills for Police Administrative Assistant, Firearms Legal Update, Use of Force for Command Staff, Testifying in Court Seminar, Legal Update for Law Enforcement, Juvenile Law Update, Identity Theft and Fraudulent I.D. Investigations, Emergency Driver Training, E.M.T. Basic Recertification, Be Safe, Feel Safe School Safety Conference, Managing Property and Evidence in Law Enforcement, Crisis Negotiator's Seminar, Massachusetts Chiefs of Police Annual Training Conference, and Narcotics Enforcement Officers Conference.

During the past fiscal year there were 14,440 total incidents recorded by the department. During the year, a total of 116 arrests were made and officers issued 233 criminal summonses. Officers issued 3,223 motor vehicle citations during the year.



Officer Sean Fitzgerald holds up traffic for Wayland Middle School students during the annual bicycle trip to Walden Pond.

## AUXILIARY POLICE

### ⊕ Ride Along

#### Program

This program is a continuing training program with the Wayland Police Department. An Auxiliary Officer voluntarily signs up to ride as a second officer in a Regular Patrol Unit.



During the patrol, the Auxiliary Officer learns

how to put into practice the training they have received in Monthly Training Meetings, In-service Training and from regular Officers. This provides the Town with a two-man patrol unit. On many occasions the presence of a second Officer in the initial responding unit has been extremely beneficial. Also, as part of the Ride Along Program Auxiliary Officers participate in the GHSB YOU DRINK, YOU DRIVE, YOU LOSE Enforcement and Click-or-Ticket grant programs.

### ⊕ X-ray Unit

The X-ray unit is an element of the Auxiliary's used by the Police Department on special occasions, for patrolling the Town buildings, and as back up for Regular Patrol Units, if requested. This allows the Town to have three marked cruisers and one marked two (2) Officer Auxiliary cruiser to provide more visibility to the public.

### ⊕ Training

The Wayland Auxiliary Police Department (WAPD) receives training through out the year to certify or recertify the Aux. Officers in First Responder, CPR/AED, collapsible baton, handcuffing, OC spray, firearms and the Use of Force Continuum. Each year during January and February the Aux. Officers receive thirty (30) hours of In-service Training in concurrence with the Framingham Auxiliary Police Department. The training is to comply with MPTC, State, Town and Department policies. Also the WAPD has had guest instructors from different departments and has certified instructors within its own ranks.

### ⊕ Turnover Rate

The Auxiliary Department has had one of its Officers resign and another on a Leave of Absents.

### ⊕ Special Events

This year the WAPD assisted the Natick Auxiliary Police Department with the Boston Marathon and 4th of July parade. The Unit assisted Somerville Auxiliary with a road race. Also we participated in the METROLEC Boston Strong Event.

### ⊕ Special Thanks

Thanks to Chief Robert Irving for the support and guidance in this program. Thanks to Officer Chris Hanlon, Auxiliary Police Commander, for his time to motivate, train and lead us. Thanks to all the regular officers of the Wayland Police Department that have participated in the Ride Along Program and have taken the time to enhance the Aux. Officers' knowledge by allowing Aux. Officers to ride along while they are on regular patrol. The Wayland Auxiliary Police Department (WAPD) would like to thank Cpt. Mark Speigle and the Framingham Auxiliary Police Department for inviting our Officers to take part in the annual In-service Training. Thanks also to all the families and loved ones who have sacrificed time and special days when the Auxiliary Police are called upon for duty.

#### Ride-a-long Duty

|                  |    |
|------------------|----|
| 10 Tours of Duty |    |
| Total Hours      | 45 |

#### X-ray Patrol

|                  |     |
|------------------|-----|
| 50 Tours of Duty |     |
| Total Hours      | 500 |

#### Special Assignments

|                        |     |
|------------------------|-----|
| 4th of July            | 16  |
| WPD Meeting            | 16  |
| Boston Marathon        | 24  |
| Memorial Day           | 66  |
| Somerville Road Race   | 10  |
| METROLEC Boston Strong | 24  |
| Special                | 350 |

#### Training Assignments

|                     |     |
|---------------------|-----|
| Monthly Meetings    | 300 |
| Firearms Training   | 72  |
| In-service Training | 70  |

|                     |      |
|---------------------|------|
| Total Donated Hours | 1493 |
|---------------------|------|

Dollar value based on entry-level Police salary of

|                  |             |
|------------------|-------------|
| \$24.01 per hour | \$35,846.93 |
|------------------|-------------|

## LOCAL EMERGENCY PLANNING COMMITTEE

Wayland's Local Emergency Planning Committee (LEPC) is a group of elected and appointed community representatives who meet quarterly each year, for the purpose of promoting and facilitating the pre, present and post incident safety of all Wayland residents and business owners. LEPC takes an "All-Hazards" approach to public safety, emergency preparedness and public health, which includes hazardous materials incidents, natural disasters, manmade and terrorist events. Wayland's LEPC goal is to manage public expectations and address emergency preparedness concerns for the community by establishing a Continuity of Operations Plan (COOP) for town government, promoting and advocating for public education while improving communications before, during and after emergent events."

The LEPC focuses on Wayland's needs during an emergency situation; whether the emergency occurs from localized acts of nature, accidents, technological incidents or terrorism related events. Your LEPC is available 24 hours a day/7 days a week and is continuously monitoring to assure that your community is (1) Prepared for the next unforeseen emergency, (2) that we are ready to Respond promptly & efficiently, (3) that we are ready to facilitate a short term & long term Recovery plan when needed and (4) to Mitigate the problem as quickly and as efficiently as possible.

In addition to the active participation of Department Heads, a critical component of our community preparedness comes from the much-appreciated "volunteer" efforts of Wayland's Community Emergency Response Team (CERT) and its Medical Reserve Corps (MRC). Through the efforts of town employees and these dedicated cross-trained volunteers, Wayland offers flu shot clinics, provides first aid assistance at numerous local and regional events, opens, staffs and supplies our emergency shelter at the Middle School in time of need, and so much more. During the October 2011 storm, CERT & MRC volunteers opened our shelter to residents of Wayland and the region for the first time. Thanks to the support of many, this shelter was a huge success.

Should an incident of significant proportion occur, LEPC representatives meet at the Public Safety

Building's Emergency Operations Center (EOC). It is here that the central command and control responsibilities are carried out utilizing emergency management guidelines and protocols to address the critical issues of Wayland.

The Local Emergency Planning Committee is Chaired by Douglas Leard, who works under the direction of Police Chief Robert Irving, Emergency Manager for the Town of Wayland and Fire Chief Vincent Smith.

We ask each and every Wayland resident, business owner and employees to think about and discuss with your children, family members and co-workers what you would do if an emergency situation happened to you or your community. Please remember, if the emergency event is occurring to "many" people, having your own pre-tested emergency plan and supplies to care for yourselves may be critical.

If you have any questions or would like further information please go to [www.waylandlepc.com](http://www.waylandlepc.com). Thank you and please stay safe.

## DOG CONTROL OFFICER

|   |            |
|---|------------|
| <b>TOTAL NUMBER CALLS HANDLED</b>                             | <b>903</b> |
| # Complaint Calls   | 102        |
| # Lost Dog Calls  | 57         |
| # Animal/Wildlife Calls                                       | 74         |
| # Miscellaneous Calls   | 548        |
| <b>TOTAL # DOGS PICKED UP</b>                                 | <b>19</b>  |
| Total # Dogs Not Licensed                                     | 6          |
| Total # Dogs Not Claimed<br>(Still in Animal Control Custody) | 0          |
| Total # Dogs Not Claimed<br>(Surrendered to Humane Shelter)   | 1          |
| <b>TOTAL # HUMAN BITE CALLS</b>                               | <b>18</b>  |
| Quarantine Order Issued for<br>Human Bite                     | 50         |
| <b>TOTAL # CITATIONS ISSUED</b>                               | <b>2</b>   |
| No License Citations  | 0          |
| Leash Law/Dog Not Under Owner Control                         | 2          |
| Court Summon Processed  | 0          |



## COMMUNITY SERVICES

### COUNCIL ON AGING

The Wayland Council on Aging provides programs and services that reflect the unique social, educational, medical, financial and wellness needs of maturing adults. The COA also serves as a senior advocate and vital resource for non-seniors who are confronting the challenges of an aging family member. The Wayland COA is guided by the Older Americans Act of 1965. The creation of this Federal Act established the Administration on Aging in the Department of Health, Education and Welfare as well as the State Area Agency on Aging offices. Of Wayland's total population, 25% of the residents are 60 years of age or older (Town Clerk's Office statistics). The COA's Annual Report to the Massachusetts Executive Office of Elder affairs, reflects a 62% active user rate in 2013 (approximately 2100 residents requested service or participated in programs).



Sudbury Valley New Horizons Band

COA structured programs include cultural, educational, recreational, social and health related offerings. Support services include assistance to residents to promote independent living plus private counseling on many topics: health, legal, housing, financial concerns and other elder issues.

In FY2013, the **MWRTA (Metrowest Regional Transit Authority)** continued to offer "Dial A Ride," a shared van service for residents 65 years of

age and older and to disabled individuals of any age. With a minimum 48 hour notice, a resident may arrange to be picked up at their home and taken to any location within the MWRTA service area. MWRTA also offered a shared ride service (\$5 each way) for Boston medical appointments. In addition the MWRTA operated a fixed route bus through South Wayland, Natick Mall area, Rte. 135 and Rte. 27. The bus is a "flag down" stop in south Wayland and also loops through WHA's congregate housing complexes at Bent Park and 106 Main Street.

The COA continued to promote resident understanding of the MWRTA's transportation program and advocated for riders who encountered challenges using the system. Wayland Town Meeting funded the FY2013 Medical Taxi Voucher program. This is a subsidized taxi fare program for medical appointments only.

**FISH, "Friends In Service Helping"** is a completely volunteer service providing free medical rides to residents when other transportation options are not possible. The FISH program is a program of the Council On Aging. In FY2013, the COA operated a leased van from the MWRTA. The van is used to provide transportation to the polls for all elections and to each session of every town meeting. Per leasing agreement with MWRTA, the COA van was used for week-day "out of MWRTA area" excursions (museums, theater, Symphony transport, grocery shopping, etc.) and in-town destinations on evenings and week-end when possible.

At the April 2012 meeting, Wayland voters supported the continued funding of the **Senior Property Tax Work-Off Program**; a program administered by the Council On Aging. This program provided 3100 hours of vital service to Town Departments. Fifty participants received a \$500 credit on their property taxes in exchange for 62 hours of service. In addition to the more traditional positions of filing and copying, tax work-off participants served as scorers and time keepers for the school athletic program, staff for flu shot clinics, caring assistants in the "Just like Me" program, grant writers, dietary staff for



|   |  |
|---|--|
| <p><i>COA receives 50-80 phone calls a day in addition to the many residents who drop by to ask questions or register for programs.</i></p> <p><b>Frequently Asked Questions and Concerns:</b></p>  |  |
| <p>It's open enrollment and my health insurance plan is changing again. How do I begin to compare the plans to know which one is the best for me?</p> <p><i>Schedule a private appointment with a COA SHINE counselor who will guide you through the process.</i></p>       |  |
| <p>My mother is in Michigan and we need to relocate her to a setting with more supportive care. Where do I begin? <i>Call the COA and speak to our Outreach Coordinator.</i></p>  |  |
| <p>My property taxes are high. Can you tell me about tax relief programs for seniors? <i>Both the Assessors Office and COA will identify the various tax credits and exemptions</i></p>   |  |
| <p>I have been scheduled for weekly treatments at Newton Wellesley Hospital but I have no transportation. <i>The COA will outline the options.</i></p>  |  |
| <p>I have a leaky faucet and the light by my outside door went out. I can't reach it to change the bulb. Could someone from the Handyman Fix-It program help me? <i>Volunteers are available for light repairs when other options aren't available. Contact the COA</i></p> |  |
| <p>I would like to be placed on the list to have smoke detectors installed. <i>Contact the COA.</i></p>   |  |
| <p>Is the art class still on waitlist? Are there openings for Brown Bag Seminar? What about the Zumba class? <i>Review the COA monthly newsletter on-line or request a newsletter be mailed to your Wayland home if one is not currently receiving it.</i></p>              |  |
| <p>How do I sign up for transportation to the Boston Symphony Orchestra rehearsals or any of the other trip offerings? <i>Contact COA</i></p>   |  |
| <p>Will the COA offer the free electronics recycling again? <i>This event is offered annually during April School Vacation week at the Town Building.</i></p>   |  |
| <p>I'm not a senior but I was told the Council On Aging is the department that processes fuel assistance applications for the town. <i>The COA Outreach Coordinator will assist you.</i></p>  |  |

school lunches, after school art program assistants and more.

At the April 2012 meeting, Wayland voters supported the continued funding of the **Senior Property Tax Work-Off Program**; a program administered by the Council On Aging. This program provided 3100 hours of vital service to Town Departments. Fifty participants received a \$500 credit on their property taxes in exchange for 62 hours of service. In addition to the more traditional positions of filing and copying, tax work-off participants served as scorers and time keepers for the school athletic program, staff for flu shot clinics, caring assistants in the "Just like Me" program, grant writers, , dietary staff for school lunches, after school art program assistants and more.

**Volunteerism** is the lifeline of the Council On Aging. The volunteer force is recruited, CORI checked, trained, supervised, and placed by the Volunteer Coordinator-a grant funded position. In Fiscal Year 2013, over 150 volunteers generously shared their time in varying capacities including personal shoppers, the delivery of over 3380 home delivered meals, provision of 255 rides to medical appointments, home fix it technicians, Children's Holiday Shoppe preparations, office support, event facilitators, program instructors and other important roles. The COA could not possibly offer the broad spectrum of programs without this massive army of volunteers.

**Collaborative Efforts:** In FY 2013, the Council On Aging continued to work with many town departments including Wayland Public Safety, Youth and Family Services, Board of Health, Assessors to provide educational programs, support groups, assistance with flu clinics and outreach to residents in need. The annual "drive -thru" electronics recycling event for seniors held in April 2013 attracted over 180 cars. The COA worked with both the Recreation Department and the Library to co-sponsor lecture series and intergenerational activities. Wayland High School coordinated with us to assist with COA's catering needs for luncheon events. High School students were extremely effective with the COA's "Tech Days". Students were teamed up with older adults to help train them on their various tech devices (cell phones, iPads, laptops, GPS, etc.). With Wayland

High School's discontinuation of the snow shoveling access program in FY2011, the COA was able to coordinate with Neighbor Brigade to address critical needs. WayCAM was highly supportive in taping many of our educational programs for broadcast. A partnership with the Wayland Historical Society resulted in the structure of a program "Wayland's Past – Show n' Tell". This event was held at the church and attracted approximately 175 people. The COA partnered with Metrowest Legal Services to hold a Healthcare Proxy Day in February 2013. Residents completed a Healthcare Proxy intake sheet transmitted to the attorney with their specific requests. Residents were then scheduled for a 15 minute appointment at the COA to meet with the attorney and review their respective documents. COA staff members witnessed the signing of each Proxy and presented each resident with a folder containing the original and copies. The program structure is now a model for other COAs in metrowest.

Wayland Elder Law Attorney, Denise Yurkofsky provided regularly scheduled, free legal clinics for Wayland seniors. The COA worked cooperatively with AARP to provide free assistance for the completion of federal and state tax returns. These highly trained volunteers provided many hours of service to seniors in Wayland and surrounding towns assisting with federal and state tax returns as well as helping with the Circuit Breaker paperwork. SHINE counselors (Serving Health Information Needs of

Elders), highly trained volunteers, guided approximately 200 residents through the Medicare maze, offering counseling appointments in the day and evening. SHINE counselors also provided two "Medicare 101" workshops. The LCC (Local Cultural Council in partnership with the MA Cultural Council) funded a "Theater of the 30s,40s and 50s" presentation to a full house.

**Friends of the Wayland Council On Aging, Inc.** continued their fundraising initiatives in FY2013 to help subsidize COA programs and services not otherwise funded by the Town budget. The COA is grateful to the Friends for their ongoing support. In addition to their annual town-wide appeal to residents, the Friends sponsored their first, immensely successful "Lobsterfest" held at Sandy Burr Country Club. The Friends generosity funded Wayland's outdoor concert series, speakers and programs costs, enabling the COA to create favorable price points for events. The Friends also fund a fee waiver program through the COA for residents encountering challenging times.

The COA continued to work with the Public Buildings Director and the Town Administrator to explore space options that would address the rapid growth in COA programs and service demand. The "60 plus" population in 2010 increased to ~3500 residents, 25% of Wayland's population. (Statistics provided by Town Clerk's Office.) This statistic exceeds even the projections for the year 2020,



Summer COA Outdoor Concert Series included Music of the 40s and 50s featuring the "Soft Touch Band"

presented in Wayland's Master Plan that was developed in 2005. The COA's Feasibility Study continued to explore the concept of a community center with the Wayland Public Library. Both the Library and the Council on Aging are highly supportive of this joint, intergenerational initiative.

**Challenges:** The limited amount of dedicated space, irregular access to shared space, increasing resident demand for service and COA skeletal staffing are massive challenges. COA's two full time employees (COA Director and Administrative Assistant) and the part time Outreach Coordinator continued to be a difficult staffing pattern for a department that provides information, referral, diverse programs, counseling, as well as being Wayland's agent for residents of any age seeking fuel assistance. The COA's part time Volunteer and Project Coordinator positions are one year grant funded positions through the Massachusetts Executive Office of Elder Affairs. The COA applies for the state grant annually for continued funding of the needed positions.

With the rapidly growing number of "seniors" and the "Baby Boomers" entering the COA target group, the COA challenge is great. With many seniors choosing to work longer to supplement their income, COA offered programs and services both day and evening as staffing allowed in FY 2013 to accommodate resident needs. The limited space issue forced a cap on enrollment creating waitlists for most offerings. One of the goals for FY2014 is the acquisition of new software to further streamline current administrative procedures and allow for registration and payment on line.



Floral Arrangement Workshop with the Wayland Garden Club at the COA

## SENIOR TAX RELIEF COMMITTEE

The Senior Tax Relief Committee meets bi-monthly to evaluate the effectiveness of existing tax relief options in Wayland. The Senior Tax Relief Committee considers measures that could help to alleviate the excessive property tax burden imposed on many senior households due to the escalation of property taxes relative to their household incomes. Awareness of proposed tax relief legislation and initiatives proposed by the Massachusetts Council On Aging is of priority importance to this committee; especially when advocating for state and/or local programs that could alleviate tax burden for seniors.

The Senior Tax Relief Committee is appointed by the Board of Selectmen and meets on the second Wednesday of even numbered months at 8:00 a.m. in the Town Building unless posted otherwise. The Board of Selectmen have appointed the following residents to this Committee: Rebecca MacGregor (Chair), Steve Colella (Vice Chair), Ann Gilbert (Clerk), Lillian Mills, Bill Zellen, Pat Nelson, and Pauline DiCesare. Julie Secord, Director of the Council On Aging (COA) attends as the COA liaison. Ellen Brideau, Director of Assessing also serves as an informational resource to this Committee.

In Fiscal Year 2013, the Senior Tax Relief Committee continued to explore tax relief measures that had been initiated in other towns, such as Sudbury, and studied the tax classification alternatives. The Committee investigated options to better inform residents of the statutory exemptions, tax deferral, the state Circuit Breaker ("CB") program, Wayland's CB Town Match and the COA Property Tax Work Off program. Once again, Senator Richard Ross and State Representative Tom Conroy hosted a Circuit Breaker Tax Credit Seminar with featured speaker, Brian Lynch of the Massachusetts Department of Revenue. The Senior Tax Relief Committee also worked on an initiative to increase the capped income amounts for 41C eligibility.

The Senior Tax Relief Committee continued to investigate options to minimize the impact of the state law that allows municipalities to implement a Town match as long as any additional exemption does not result in the taxpayer paying less than the property taxes paid in the previous fiscal year. With the reduced tax rate in FY 2013 and Wayland

property values remaining stable, a greater percentage of exemption applications that were submitted in Wayland could not benefit by the Town match. Their tax bill would have been less than the year prior. The Committee consulted with State Representative Thomas Conroy as to the possibility of amending that law due to the unintended negative consequence of a well meaning initiative.

The Spring 2012 Town Meeting once again appropriated \$25,000 for the Senior Tax Work Off program in FY 2013. Each participant contributed 62 hours of service in a Town department in exchange for a \$500.00 credit on their property taxes. This program provides town departments with 3,100 hours of assistance; a most beneficial program to both the Town and participating seniors.

The Senior Tax Relief Committee welcomes those interested in senior tax relief options to attend the bi-monthly meetings and/or to consider appointment should there be a vacancy.

The Senior Tax Relief Committee meets bi-monthly

### **WAYLAND COMMUNITY FUND**

Established in 1997 as the Wayland Charitable Committee, the Wayland Community Fund provides short term, emergency help to people who have lived in Wayland for at least one year. Assistance is provided for utilities, rent, food, medical costs, and many other items. Payment is made directly to vendors.

The WCF reports to the Commissioners of Trust Funds. It is funded by the Suzanne Leavitt trust and by contributions from Wayland residents, community organizations, and businesses. Staffed by five volunteers, there are no overhead costs and 100% of every contribution goes directly to helping Wayland residents in financial need. The WCF receives no funding from the town of Wayland. Since 1997 the Wayland Community Fund has provided more than \$378,000 in financial help to Wayland residents.

### **VETERANS' AGENT**

In August 2012, Wayland joined the West Suburban Veterans' Services District, which was already comprised of the towns of Weston, Wellesley, and

In FY13, Wayland mourned the loss of Veterans Agent John Turchinetz, who died on December 22, 2012.

Mr. Turchinetz had served as Wayland's Veterans Officer since 1999, and was the ex officio member of the Public Ceremonies Committee and the Veterans Memorial Committee. He was instrumental in the creation of the Veterans Memorial at the Town Building, the Freedom Prize (a high school essay contest), and the Book of Remembrance with personal stories of Wayland veterans going back to the Revolutionary War.

Much of his dedication stemmed from his own service in the Navy. After enlisting in 1945, he participated in every major World War II engagement in the Southwest Pacific, earning two Silver Stars and four Bronze Medals.



In May 2004, Mr. Turchinetz was awarded the Points of Light award from former Governor Mitt Romney in May 2004.



John Turchinetz was a dedicated man who gave willingly of his time and talents in the service of Wayland Veterans.



Needham. Director Stanley Spear and Deputy Director Matthew Ching work with the resident veterans and their families within the district to assist them with benefits and services that they may be entitled to in accordance to the provisions of MGL Chapter 115. The district fully supports and works in conjunction with the Public Ceremonies Committee in an effort to continue to ensure sincere and respectful observations for the Memorial and Veteran's Day Ceremonies. In pursuant to MGL c 115, the district also supports the efforts of the Graves Officer, to ensure proper internment, care, and maintenance for veteran's burials and their graves.

During FY'12 only modest sums were expended but there was an increase over the previous year. However, it is anticipated that expenditures for FY'13 will be higher, as outreach continues to grow. Veterans returning from Afghanistan, Iraq, and other combat areas from around the globe will require encouragement, guidance, and assistance in their transformation back to civilian life. In addition, the aging veterans within the community will require greater assistance with their healthcare benefits and other needs.

In March of 2013, the West Suburban Veterans Service District was pleased to announce the appointment of Mr. Richard Turner to the position of Graves Officer for the Town of Wayland. As a longtime resident of Wayland and a veteran of the Vietnam War; Mr. Turner, accepted this position with great pride. Under his guidance, Kathy Hodges and the Girl Scouts continued their tradition of dressing the Veteran's graves with over 1200 flags for Memorial Day.

Other notable points of interest:

- On Friday, Nov. 9<sup>th</sup>, 2012, Veterans, Police, and Fire Department members were recognized for their service at half time at the Wayland football game.
- On Monday, Nov. 12<sup>th</sup>, 2012, there was a solemn and respectful observance honoring all veterans at the Veterans Memorial at the Wayland Municipal Building
- On Monday, May 27<sup>th</sup>, 2013, several observances were held at the various cemeteries around town. A Wayland High School student recited the "Proclamation of Emancipation" and

a wreath laying ceremony at the Wayland War Memorial, which preceded the annual Memorial Day Parade.

The West Suburban Veterans' Services District is anticipating an exciting year working with veterans, their families, and the entire Wayland community. We will be holding an informational seminar for all veterans and their families (of all ages) at the COA in the Wayland Municipal Building in November. George Bernard and the Public Ceremonies Committee have an excellent program planned for Veteran's Day for all of the residents of the Wayland community to enjoy. The Observance will begin at the Trinitarian Church at 10:00 AM and then will proceed to the War Memorial at the Wayland Town Hall.

The Wayland Veterans Office Hours are held on Friday mornings from 9:00 am to 12:00 noon and by appointment at the Wayland Town Building.

Our main office is in Wellesley and we can schedule an appointment at your convenience at any of the office locations. Please feel free to contact us at 781.489.7509 or visit our website at [www.westsuburbanveterans.com](http://www.westsuburbanveterans.com).

## YOUTH ADVISORY COMMITTEE

The Youth Advisory Committee oversees the Youth Services Department, otherwise known as Wayland Youth and Family Services (WYFS). This board is comprised of representatives from the community, who are appointed by the police department, the School Committee, the Board of Health, the Board of Selectmen, and the Wayland Clergy Association. Five categories of services are provided by this department: counseling; consultation; community education and prevention; information and referral; and crisis intervention. After hours emergency coverage is provided by Psychiatric Emergency Services in Framingham.

Confidential counseling services for children and their families are provided free of charge to Wayland children and their families, as well as children who

may reside in another community but attend school in Wayland. They are seen at home, at school, or in our office in the Town Building. Issues include typical problems encountered in daily living as families grow and change, such as communication problems, family conflict, stress management, depression and anxiety, suicidality, and coping with divorce, illness, and death. In addition, we offer evaluation and treatment for substance abuse. In collaboration with the Wayland Police and the High School, our Diversion Program offers a constructive alternative to court involvement for youth who are apprehended for non-violent illegal activities. We maintain an on-site presence at the high school to increase access for students and faculty.

Our staff is available on an informal basis to provide consultation on issues related to the development and psychological wellbeing of children, teenagers, and families. Parents, school personnel, and others in our community who have ongoing contact with youth are invited to call.

Prevention and community education initiatives typically focus on topics related to developmental processes and mental and physical well-being of children and families. In collaboration with Friends of WYFS, WaylandCares, Parent/Teacher Organizations, and other Town departments, we provide lectures, workshops, and other informative events each year. This past year our staff and

members of the Friends of WYFS organized and delivered presentations on parenting guidance to elementary school parents, middle school parents, parents of high school seniors, and attendees at the Mom to Mom program. In addition, we initiated a joint program with the Wayland Council on Aging to provide a discussion group for grandparents who are actively involved in raising their grandchildren.

In recent years, providing opportunities for community service has become an important part of our mission to support healthy development for Wayland youth. Each spring, we work with the High School to put on the annual Community Service Awards Ceremony, where this past year we recognized 24 high school students for significant service over the previous twelve months. Each year we also recognize a Wayland adult who has demonstrated the spirit and practice of community service as a role model for our youth. This year's honoree was Wendy Price, who has donated countless hours over many years on initiatives and programming to benefit Wayland youth. As in past years, our department offered an 8 week Summer Community Service Program in which 19 high school students volunteered, sometimes several times per week, at their choice of 11 potential service sites where they provided 220 hours of service.

## CULTURAL COUNCIL

| Name of Applicant                 | Activity                                | Amount granted |
|-----------------------------------|---|----------------|
| Contemporary Arts International   | Stone Carving Symposium                 | \$500          |
| Davis Bates, Wayland Library      | Under One Sky, Song and Story           | \$400          |
| Discovery Museums                 | Free, Family, Fun Nights                | \$250          |
| Golden Tones Senior Chorus        | Silver Jubilee Performance              | \$500          |
| Rasarang Dance Drama              | Myth of Shakuntala                      | \$250          |
| Stephen Collins, Council on Aging | Theater of the 30s, 40s and 50s         | \$300          |
| Wayland Concert Series            | 375 <sup>th</sup> Birthday Celebrations | \$770          |
| Wayland Reads Poetry              | Community Reading Events                | \$500          |
| Wayland Recreation                | The Sound of Science                    | \$405          |
| Wayland Recreation                | Dinosaurs with DinoMan                  | <u>\$500</u>   |
| Total                             |   | <u>\$4370</u>  |

---

## CABLE ADVISORY COMMITTEE

---

The Cable Advisory Committee (CAC) consists of a group of Town residents who advise the Board of Selectmen (BoS) on matters relating to the Town's cable television and related cable services. Under applicable law, the BoS is the official "Issuing Authority" for the Town's cable licenses. The CAC has an authorized complement of eight members. There are currently only three active members--Phil Radoff (acting Chair), Tom Klem, and Richard Turner--and five vacancies. Selectman Steve Correia has continued as his Board's liaison with the CAC. The CAC has recommended a reduction in the number of authorized members from eight to five.

Wayland has two cable television (CATV) providers, Comcast and Verizon, each of which has signed a license agreement with the Town that is currently in effect.

The studio in which WayCAM operates was demolished in the transition from the old to the new high school and has been relocated on the grounds of the new high school. Both the Comcast Renewal License and the Verizon License provide for the continued provision of cable service from the new location. The CAC continued to support the WayCAM relocation and its implementation by the cable licensees.

The CAC continues to monitor the cable providers' compliance with their respective obligations under their licenses. Verizon was scheduled to complete availability of CATV throughout the Town, with few exceptions, by early 2012, but did not do so. Verizon later reported that buildout was completed by early July 2012, although the CAC subsequently learned that that report was not correct. Verizon refused the CAC's request for compensation for Verizon's failure to achieve timely completion of buildout, stating that the Town's only remedy was to conduct a public hearing and consider what remedies it might have available. Indeed, the CAC regrets to note that, at last check, buildout still was not complete in one or more sections of the Mainstone subdivisions. The CAC has been informed by some affected residents that slow progress has been made; others continue to report dissatisfaction with the lack of progress. Some residents in the Damon Farms area have reported poor reception of WayCAM channels on both Verizon and Comcast. The CAC is looking into this problem with WayCAM's assistance. The CAC has decided that regular meetings are not required at this time and that, once current issues are resolved, a move to inactive status may be appropriate. The CAC can again become active should the need arise.

---

## WAYLAND COMMUNITY ACCESS AND MEDIA INC. (WAYCAM)

---

**Wayland Community Access and Media, Inc. (WayCAM)** is the independent, non-profit corporation that oversees the activities of Wayland's local access station, and broadcasts on Comcast Channels 8, 9, 99; and on Verizon Channels 37, 38, 39. WayCAM has two full-time employees, Jim Mullane, Executive Director; and Mark Foreman, Production Coordinator, hired in September, 2012, following graduation from college. Mark is a Wayland resident and former WayCAM student volunteer. Jim and Mark are assisted by a number of volunteers, both residents and students.

Mark Foreman has proven an excellent addition to our staff, assuming many responsibilities in scheduling programming and volunteers, maintaining our Web site, and keeping internal operations running smoothly, which supports our Executive Director, who now has more time for community outreach,

operations management and planning for future needs and initiatives.

I am pleased and very proud to report that 2013 has been another very busy and exciting year for WayCAM. During the past year we have seen continued growth in the number of programs on the Wayland Channel, for all aspects of our mission: Public, Educational and Government programming, including coverage and documentation of Wayland's 375-Anniversary events.

WayCAM's mandate is to broadcast Annual and Special Town Meetings, but we also regularly broadcast Board of Selectmen and School Committee meetings, other Town boards' meetings, as well as activities relating to other topics of general interest to the Town, and numerous public shows produced by

community members. WayCAM has expanded our programs in all categories. WayCAM's educational programs give unique technical training to our young people, not only in television production but also in the areas of graphic arts, advertising, electronics and performing arts. Programs included commentaries, school sports, school concerts, awards, graduation, original plays, numerous government and public access programs; plus training in studio-, interviewing- and camera-technique for students of the prized WSPN. WayCAM helps to build students' self-esteem and confidence in their own skills, and helps to inspire creativity and imagination as it enriches their school experience.

During 2013 WayCAM reached out to the community with increased numbers of TV/Video training classes for adults who were interested in TV production. This included signing up volunteers through the Council on Aging and the Wayland Business Association.

In May 2013, WayCAM awarded two scholarships to graduating WHS seniors Jacob Sussman and Jonathan von Mering. The annual cash award is funded by membership dues and program duplication fees. That brings our total to \$5,500: eleven scholarships in five years.

WayCAM's Web site, [www.waycam.tv](http://www.waycam.tv), and WayCAM-On-Demand, which enables residents to view programs at their convenience are becoming more popular and visited regularly for a wide variety of program interests by a rapidly increasing number of viewers. Our On-Demand site maintains a year's worth of WayCAM programs on-line. WayCAM's newly designed Web site has been well received by the community and features not only current programming information, but live Web streaming of sports and other events.

During 2013 WayCAM's Board revised our Bylaws and Rules and Operating Procedures. Due to the high level of community involvement, we felt it necessary to have the ability to increase our Board size from seven, to up to nine Directors. Our Rules and Operating Procedures, which are our guidelines for all operations of the Studio and corporation also needed revision. These accomplishments, bureaucratic as they are, were necessary for our and the community's future needs.

WayCAM's Board is hardworking and dedicated, and meets monthly to oversee the corporation's finances and operations, and monitor its policies and procedures. Members consist of Ken Isaacson, president; Richard Turner, clerk; Carl Mikkelsen; Connie Burgess; Renee Bryant, recording secretary, appointed by the Superintendent of Wayland schools; Jerry Boos and Frank Fuller, appointed by the Selectmen.

With the expiration of his third term as a member of the WayCAM Board, Richard Turner has completed his service to WayCAM, as both a valued Board member and as Clerk of the Corporation. We thank him for his many years of valuable contributions and dedicated service to so many aspects of WayCAM's operations and growth.

Executive Director Jim Mullane has created a full description of WayCAM's achievements this past year which are outlined in his own annual report to the Directors.

Respectfully submitted,



Ken Isaacson

President, and Chair, Board of Directors



## STATE PRIMARY – SEPTEMBER 6, 2012

Eligible Voters: 8923  
 Total Votes Cast: 846  
 Percent of Voters: 9.48%

|  | PREC 1     | PREC 2     | PREC 3     | PREC 4     | TOTALS     |
|--|------------|------------|------------|------------|------------|
| <b><u>DEMOCRAT</u></b>                                       |            |            |            |            |            |
| <b><u>SENATOR IN CONGRESS</u></b>                            |            |            |            |            |            |
| Blanks   | 14         | 19         | 13         | 5          | 51         |
| Elizabeth A. Warren  | 167        | 166        | 117        | 139        | 589        |
| Write-Ins  | 4          | 1          | 1          | 2          | 8          |
| <b>TOTALS</b>  | <b>185</b> | <b>186</b> | <b>131</b> | <b>146</b> | <b>648</b> |
| <b><u>REPRESENTATIVE IN CONGRESS</u></b>                     |            |            |            |            |            |
| Blanks   | 27         | 16         | 11         | 10         | 64         |
| Edward J. Markey   | 158        | 169        | 120        | 135        | 582        |
| Write-Ins  | 0          | 1          | 0          | 1          | 2          |
| <b>TOTALS</b>  | <b>185</b> | <b>186</b> | <b>131</b> | <b>146</b> | <b>648</b> |
| <b><u>COUNCILLOR</u></b>                                     |            |            |            |            |            |
| Blanks   | 63         | 48         | 33         | 47         | 191        |
| Brian M. Clinton   | 14         | 14         | 4          | 4          | 36         |
| Robert L. Jubinville   | 66         | 75         | 54         | 61         | 256        |
| Patrick J. McCabe  | 16         | 10         | 12         | 14         | 52         |
| Bart Andrew Timilty  | 26         | 39         | 28         | 18         | 111        |
| Write-Ins  | 0          | 0          | 0          | 2          | 2          |
| <b>TOTALS</b>  | <b>185</b> | <b>186</b> | <b>131</b> | <b>146</b> | <b>648</b> |
| <b><u>SENATOR IN GENERAL COURT</u></b>                       |            |            |            |            |            |
| Blanks   | 183        | 182        | 131        | 139        | 635        |
| Write-Ins  | 2          | 4          | 0          | 7          | 13         |
| <b>TOTALS</b>  | <b>185</b> | <b>186</b> | <b>131</b> | <b>146</b> | <b>648</b> |
| <b><u>REP IN GENERAL COURT 13<sup>th</sup> MIDDLESEX</u></b> |            |            |            |            |            |
| Blanks   | 7          | 7          | 1          |            | 15         |
| Thomas P. Conroy   | 164        | 171        | 125        |            | 460        |
| Steven Hakar   | 14         | 7          | 5          |            | 26         |
| Write-Ins  | 0          | 1          | 0          |            | 1          |
| <b>TOTALS</b>  | <b>185</b> | <b>186</b> | <b>131</b> |            | <b>502</b> |
| <b><u>REP IN GENERAL COURT 14<sup>th</sup> NORFOLK</u></b>   |            |            |            |            |            |
| Blanks   |            |            |            | 12         | 12         |
| Alice Hanlon Peisch  |            |            |            | 120        | 120        |
| Jerome B. Carr   |            |            |            | 13         | 13         |
| Write-Ins  |            |            |            | 1          | 1          |
| <b>TOTALS</b>  |            |            |            | <b>146</b> | <b>146</b> |

|                               | PREC 1     | PREC 2     | PREC 3     | PREC 4     | TOTALS     |
|-------------------------------|------------|------------|------------|------------|------------|
| <b><u>CLERK OF COURTS</u></b> |            |            |            |            |            |
| Blanks                        | 76         | 61         | 42         | 51         | 230        |
| Michael A. Sullivan           | 109        | 125        | 89         | 94         | 417        |
| Write-Ins                     | 0          | 0          | 0          | 1          | 1          |
| <b>TOTALS</b>                 | <b>185</b> | <b>186</b> | <b>131</b> | <b>146</b> | <b>648</b> |

|                                 |            |            |            |            |            |
|---------------------------------|------------|------------|------------|------------|------------|
| <b><u>REGISTER OF DEEDS</u></b> |            |            |            |            |            |
| Blanks                          | 72         | 54         | 34         | 54         | 214        |
| Robert B. Antonelli             | 17         | 28         | 15         | 13         | 73         |
| Frank J. Ciano                  | 17         | 14         | 17         | 11         | 59         |
| <b>Thomas B. Concannon Jr.</b>  | <b>39</b>  | <b>35</b>  | <b>33</b>  | <b>27</b>  | <b>134</b> |
| Maria C. Curatone               | 21         | 26         | 13         | 15         | 75         |
| Tiziano Doto                    | 7          | 7          | 5          | 14         | 33         |
| Maryann M. Heuston              | 12         | 22         | 14         | 11         | 59         |
| Write-Ins                       | 0          | 0          | 0          | 1          | 1          |
| <b>TOTALS</b>                   | <b>185</b> | <b>186</b> | <b>131</b> | <b>146</b> | <b>648</b> |

|                       |            |            |            |            |            |
|-----------------------|------------|------------|------------|------------|------------|
| <b><u>SHERIFF</u></b> |            |            |            |            |            |
| Blanks                | 76         | 56         | 37         | 48         | 217        |
| Peter J. Koutoujian   | 109        | 130        | 94         | 97         | 430        |
| Write-Ins             | 0          | 0          | 0          | 1          | 1          |
| <b>TOTALS</b>         | <b>185</b> | <b>186</b> | <b>131</b> | <b>146</b> | <b>648</b> |

|                                   |           |           |           |           |            |
|-----------------------------------|-----------|-----------|-----------|-----------|------------|
| <b><u>REPUBLICAN</u></b>          |           |           |           |           |            |
| <b><u>SENATOR IN CONGRESS</u></b> |           |           |           |           |            |
| Blanks                            | 0         | 0         | 1         | 1         | 2          |
| <b>Scott P. Brown</b>             | <b>50</b> | <b>57</b> | <b>41</b> | <b>47</b> | <b>195</b> |
| Write-In                          | 1         | 0         | 0         | 0         | 1          |
| <b>TOTALS</b>                     | <b>51</b> | <b>57</b> | <b>42</b> | <b>48</b> | <b>198</b> |

|  |           |           |           |           |            |
|--|-----------|-----------|-----------|-----------|------------|
| <b><u>REPRESENTATIVE IN CONGRESS</u></b> |           |           |           |           |            |
| Blanks                                   | 10        | 3         | 2         | 5         | 20         |
| <b>Frank John Addivino, Jr.</b>          | <b>10</b> | <b>17</b> | <b>9</b>  | <b>14</b> | <b>50</b>  |
| Jeffrey M. Semon                         | 10        | 6         | 9         | 14        | 39         |
| Tom Tierney                              | 20        | 31        | 22        | 14        | 87         |
| Write-Ins                                | 1         | 0         | 0         | 1         | 2          |
| <b>TOTALS</b>                            | <b>51</b> | <b>57</b> | <b>42</b> | <b>48</b> | <b>198</b> |

|                          |           |           |           |           |            |
|--------------------------|-----------|-----------|-----------|-----------|------------|
| <b><u>COUNCILLOR</u></b> |           |           |           |           |            |
| Blanks                   | 21        | 10        | 14        | 13        | 58         |
| Earl H. Sholley          | 29        | 47        | 28        | 35        | 139        |
| Write-Ins                | 1         | 0         | 0         | 0         | 1          |
| <b>TOTALS</b>            | <b>51</b> | <b>57</b> | <b>42</b> | <b>48</b> | <b>198</b> |

|  | PREC 1    | PREC 2    | PREC 3    | PREC 4    | TOTALS     |
|--|-----------|-----------|-----------|-----------|------------|
| <b><u>SENATOR IN GENERAL COURT</u></b>                       |           |           |           |           |            |
| Blanks   | 13        | 11        | 10        | 7         | 41         |
| Richard J. Ross  | 38        | 46        | 32        | 39        | 155        |
| Write-Ins  | 0         | 0         | 0         | 2         | 2          |
| <b>TOTALS</b>  | <b>51</b> | <b>57</b> | <b>42</b> | <b>48</b> | <b>198</b> |
| <b><u>REP IN GENERAL COURT 13<sup>th</sup> MIDDLESEX</u></b> |           |           |           |           |            |
| Blanks   | 48        | 57        | 40        |           | 145        |
| Write-Ins  | 3         | 0         | 2         |           | 5          |
| <b>TOTALS</b>  | <b>51</b> | <b>57</b> | <b>42</b> |           | <b>150</b> |
| <b><u>REP IN GENERAL COURT 14<sup>th</sup> NORFOLK</u></b>   |           |           |           |           |            |
| Blanks   |           |           |           | 45        | 45         |
| Write-Ins  |           |           |           | 3         | 3          |
| <b>TOTALS</b>  |           |           |           | <b>48</b> | <b>48</b>  |
| <b><u>CLERK OF COURTS</u></b>                                |           |           |           |           |            |
| Blanks   | 50        | 57        | 42        | 48        | 197        |
| Write-Ins  | 1         | 0         | 0         | 0         | 1          |
| <b>TOTALS</b>  | <b>51</b> | <b>57</b> | <b>42</b> | <b>48</b> | <b>198</b> |
| <b><u>REGISTER OF DEEDS</u></b>                              |           |           |           |           |            |
| Blanks   | 50        | 56        | 42        | 47        | 195        |
| Write-Ins  | 1         | 1         | 0         | 1         | 3          |
| <b>TOTALS</b>  | <b>51</b> | <b>57</b> | <b>42</b> | <b>48</b> | <b>198</b> |
| <b><u>SHERIFF</u></b>  |           |           |           |           |            |
| Blanks   | 51        | 56        | 41        | 48        | 196        |
| Write-Ins  | 0         | 1         | 1         | 0         | 2          |
| <b>TOTALS</b>  | <b>51</b> | <b>57</b> | <b>42</b> | <b>48</b> | <b>198</b> |
| <b><u>GREEN-RAINBOW</u></b>                                  |           |           |           |           |            |
| <b><u>SENATOR IN CONGRESS</u></b>                            |           |           |           |           |            |
| Blanks   | 0         | 0         | 0         | 0         | 0          |
| Write-In   | 0         | 0         | 0         | 0         | 0          |
| <b>TOTALS</b>  | <b>0</b>  | <b>0</b>  | <b>0</b>  | <b>0</b>  | <b>0</b>   |
| <b><u>REPRESENTATIVE IN CONGRESS</u></b>                     |           |           |           |           |            |
| Blanks   | 0         | 0         | 0         | 0         | 0          |
| Write-In   | 0         | 0         | 0         | 0         | 0          |
| <b>TOTALS</b>  | <b>0</b>  | <b>0</b>  | <b>0</b>  | <b>0</b>  | <b>0</b>   |
| <b><u>COUNCILLOR</u></b>                                     |           |           |           |           |            |
| Blanks   | 0         | 0         | 0         | 0         | 0          |
| Write-In   | 0         | 0         | 0         | 0         | 0          |
| <b>TOTALS</b>  | <b>0</b>  | <b>0</b>  | <b>0</b>  | <b>0</b>  | <b>0</b>   |

|  | PREC 1   | PREC 2   | PREC 3   | PREC 4   | TOTALS   |
|--|----------|----------|----------|----------|----------|
| <b><u>SENATOR IN GENERAL COURT</u></b>                       |          |          |          |          |          |
| Blanks   | 0        | 0        | 0        | 0        | 0        |
| Write-In   | 0        | 0        | 0        | 0        | 0        |
| <b>TOTALS</b>  | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> |
| <b><u>REP IN GENERAL COURT 13<sup>th</sup> MIDDLESEX</u></b> |          |          |          |          |          |
| Blanks   | 0        | 0        | 0        |          | 0        |
| Write-In   | 0        | 0        | 0        |          | 0        |
| <b>TOTALS</b>  | <b>0</b> | <b>0</b> | <b>0</b> |          | <b>0</b> |
| <b><u>REP IN GENERAL COURT 14<sup>th</sup> NORFOLK</u></b>   |          |          |          |          |          |
| Blanks   |          |          |          | 0        | 0        |
| Write-Ins  |          |          |          | 0        | 0        |
| <b>TOTALS</b>  |          |          |          | <b>0</b> | <b>0</b> |
| <b><u>CLERK OF COURTS</u></b>                                |          |          |          |          |          |
| Blanks   | 0        | 0        | 0        | 0        | 0        |
| Write-In   | 0        | 0        | 0        | 0        | 0        |
| <b>TOTALS</b>  | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> |
| <b><u>REGISTER OF DEEDS</u></b>                              |          |          |          |          |          |
| Blanks   | 0        | 0        | 0        | 0        | 0        |
| Write-Ins  | 0        | 0        | 0        | 0        | 0        |
| <b>TOTALS</b>  | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> |
| <b><u>SHERIFF</u></b>  |          |          |          |          |          |
| Blanks   | 0        | 0        | 0        | 0        | 0        |
| Write-Ins  | 0        | 0        | 0        | 0        | 0        |
| <b>TOTALS</b>  | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> |

|                                   |
|-----------------------------------|
| STATE ELECTION – NOVEMBER 6, 2012 |
|-----------------------------------|

|                    |       |
|--------------------|-------|
| Eligible Voters:   | 9279  |
| Total Votes Cast:  | 8310  |
| Percent of Voters: | 89.5% |

|  | PREC 1       | PREC 2       | PREC 3       | PREC 4       | TOTALS       |
|--|--------------|--------------|--------------|--------------|--------------|
| <b><u>PRESIDENT AND VICE PRESIDENT</u></b> |              |              |              |              |              |
| Blanks                                     | 2            | 8            | 5            | 6            | 21           |
| Johnson and Gray                           | 17           | 23           | 17           | 14           | 71           |
| <b>Obama and Biden</b>                     | <b>1,333</b> | <b>1,314</b> | <b>1,276</b> | <b>1,276</b> | <b>5,170</b> |
| Romney and Ryan                            | 747          | 660          | 640          | 929          | 2,976        |
| Stein and Honkala                          | 17           | 19           | 15           | 10           | 61           |
| Write-Ins                                  | 2            | 7            | 1            | 1            | 11           |
| <b>TOTALS</b>                              | <b>2118</b>  | <b>2031</b>  | <b>1925</b>  | <b>2236</b>  | <b>8310</b>  |

|  | PREC 1      | PREC 2      | PREC 3      | PREC 4      | TOTALS      |
|--|-------------|-------------|-------------|-------------|-------------|
| <b><u>SENATOR IN CONGRESS</u></b>                            |             |             |             |             |             |
| Blanks   | 13          | 22          | 4           | 9           | 48          |
| Scott P. Brown   | 903         | 820         | 819         | 1127        | 3669        |
| <b>Elizabeth A. Warren</b>                                   | <b>1202</b> | <b>1189</b> | <b>1101</b> | <b>1099</b> | <b>4591</b> |
| Write-Ins  | 0           | 0           | 1           | 1           | 2           |
| <b>TOTALS</b>  | <b>2118</b> | <b>2031</b> | <b>1925</b> | <b>2236</b> | <b>8310</b> |
| <b><u>REPRESENTATIVE IN CONGRESS</u></b>                     |             |             |             |             |             |
| Blanks   | 134         | 145         | 115         | 137         | 531         |
| <b>Edward J. Markey</b>                                      | <b>1357</b> | <b>1343</b> | <b>1296</b> | <b>1368</b> | <b>5364</b> |
| Tom Tierney  | 626         | 543         | 512         | 729         | 2410        |
| Write-Ins  | 1           | 0           | 2           | 2           | 5           |
| <b>TOTALS</b>  | <b>2118</b> | <b>2031</b> | <b>1925</b> | <b>2236</b> | <b>8310</b> |
| <b><u>COUNCILLOR</u></b>                                     |             |             |             |             |             |
| Blanks   | 395         | 412         | 340         | 468         | 1615        |
| <b>Robert L. Jubinville</b>                                  | <b>1120</b> | <b>1088</b> | <b>1037</b> | <b>1004</b> | <b>4249</b> |
| Earl H. Sholley  | 600         | 531         | 545         | 761         | 2437        |
| Write-Ins  | 3           | 0           | 3           | 3           | 9           |
| <b>TOTALS</b>  | <b>2118</b> | <b>2031</b> | <b>1925</b> | <b>2236</b> | <b>8310</b> |
| <b><u>SENATOR IN GENERAL COURT</u></b>                       |             |             |             |             |             |
| Blanks   | 923         | 875         | 808         | 927         | 3533        |
| <b>Richard J. Ross</b>                                       | <b>1159</b> | <b>1125</b> | <b>1092</b> | <b>1283</b> | <b>4659</b> |
| Write-Ins  | 36          | 31          | 25          | 26          | 118         |
| <b>TOTALS</b>  | <b>2118</b> | <b>2031</b> | <b>1925</b> | <b>2236</b> | <b>8310</b> |
| <b><u>REP IN GENERAL COURT 13<sup>th</sup> MIDDLESEX</u></b> |             |             |             |             |             |
| Blanks   | 606         | 569         | 526         |             | 1701        |
| <b>Thomas P. Conroy</b>                                      | <b>1492</b> | <b>1454</b> | <b>1390</b> |             | <b>4336</b> |
| Write-Ins  | 20          | 8           | 9           |             | 37          |
| <b>TOTALS</b>  | <b>2118</b> | <b>2031</b> | <b>1925</b> |             | <b>6074</b> |
| <b><u>REP IN GENERAL COURT 14<sup>th</sup> NORFOLK</u></b>   |             |             |             |             |             |
| Blanks   |             |             |             | 848         | 848         |
| <b>Alice Hanlon Peisch</b>                                   |             |             |             | <b>1378</b> | <b>1378</b> |
| Write-Ins  |             |             |             | 10          | 10          |
| <b>TOTALS</b>  |             |             |             | <b>2236</b> | <b>2236</b> |
| <b><u>CLERK OF COURTS</u></b>                                |             |             |             |             |             |
| Blanks   | 769         | 695         | 619         | 907         | 2990        |
| <b>Michael A. Sullivan</b>                                   | <b>1336</b> | <b>1331</b> | <b>1301</b> | <b>1318</b> | <b>5286</b> |
| Write-Ins  | 13          | 5           | 5           | 11          | 34          |
| <b>TOTALS</b>  | <b>2118</b> | <b>2031</b> | <b>1925</b> | <b>2236</b> | <b>8310</b> |

|                                 | PREC 1      | PREC 2      | PREC 3      | PREC 4      | TOTALS      |
|---------------------------------|-------------|-------------|-------------|-------------|-------------|
| <b><u>REGISTER OF DEEDS</u></b> |             |             |             |             |             |
| Blanks                          | 762         | 723         | 642         | 919         | 3046        |
| Maria C. Curatone               | 1343        | 1303        | 1278        | 1306        | 5230        |
| Write-Ins                       | 13          | 5           | 5           | 11          | 34          |
| <b>TOTALS</b>                   | <b>2118</b> | <b>2031</b> | <b>1925</b> | <b>2236</b> | <b>8310</b> |
| <b><u>SHERIFF</u></b>           |             |             |             |             |             |
| Blanks                          | 564         | 523         | 463         | 706         | 2256        |
| Peter J. Koutoujian             | 1226        | 1227        | 1195        | 1203        | 4851        |
| Ernesto M. Petrone              | 326         | 279         | 260         | 316         | 1181        |
| Write-Ins                       | 2           | 2           | 7           | 11          | 22          |
| <b>TOTALS</b>                   | <b>2118</b> | <b>2031</b> | <b>1925</b> | <b>2236</b> | <b>8310</b> |
| <b><u>QUESTION NO. 1</u></b>    |             |             |             |             |             |
| Blanks                          | 250         | 289         | 275         | 307         | 1121        |
| Yes                             | 1668        | 1565        | 1456        | 1661        | 6350        |
| No                              | 200         | 177         | 194         | 268         | 839         |
| <b>TOTALS</b>                   | <b>2118</b> | <b>2031</b> | <b>1925</b> | <b>2236</b> | <b>8310</b> |
| <b><u>QUESTION NO. 2</u></b>    |             |             |             |             |             |
| Blanks                          | 68          | 86          | 64          | 85          | 303         |
| Yes                             | 1315        | 1177        | 1143        | 1313        | 4948        |
| No                              | 735         | 768         | 718         | 838         | 3059        |
| <b>TOTALS</b>                   | <b>2118</b> | <b>2031</b> | <b>1925</b> | <b>2236</b> | <b>8310</b> |
| <b><u>QUESTION NO. 3</u></b>    |             |             |             |             |             |
| Blanks                          | 79          | 88          | 74          | 92          | 333         |
| Yes                             | 1340        | 1275        | 1217        | 1367        | 5199        |
| No                              | 699         | 668         | 634         | 777         | 2778        |
| <b>TOTALS</b>                   | <b>2118</b> | <b>2031</b> | <b>1925</b> | <b>2236</b> | <b>8310</b> |
| <b><u>QUESTION NO. 4</u></b>    |             |             |             |             |             |
| Blanks                          | 377         | 424         | 340         | 431         | 1572        |
| Yes                             | 1394        | 1294        | 1290        | 1422        | 5400        |
| No                              | 347         | 313         | 295         | 383         | 1338        |
| <b>TOTALS</b>                   | <b>2118</b> | <b>2031</b> | <b>1925</b> | <b>2236</b> | <b>8310</b> |
| <b><u>QUESTION NO. 5</u></b>    |             |             |             |             |             |
| Blanks                          | 411         | 422         | 339         |             | 1172        |
| Yes                             | 1141        | 1156        | 1123        |             | 3420        |
| No                              | 566         | 453         | 463         |             | 1482        |
| <b>TOTALS</b>                   | <b>2118</b> | <b>2031</b> | <b>1925</b> |             | <b>6074</b> |

|   |
|---|
| <b>WAYLAND ANNUAL TOWN ELECTION – APRIL 2, 2013</b> |
|---|

|                    |      |
|--------------------|------|
| Eligible Voters:   | 9391 |
| Total Votes Cast:  | 2766 |
| Percent of Voters: | 29%  |

**TOWN CLERK (1) 3 YR**

|                | PREC 1     | PREC 2     | PREC 3     | PREC 4     | TOTALS      |
|----------------|------------|------------|------------|------------|-------------|
| Blanks         | 221        | 194        | 150        | 197        | 762         |
| Lois M. Toombs | 540        | 513        | 416        | 528        | 1997        |
| Write-Ins      | 1          | 3          | 2          | 1          | 7           |
| <b>TOTALS</b>  | <b>762</b> | <b>710</b> | <b>568</b> | <b>726</b> | <b>2766</b> |

**BOARD OF SELECTMEN (1) 3 YR**

|                           |            |            |            |            |             |
|---------------------------|------------|------------|------------|------------|-------------|
| Blanks                    | 12         | 7          | 4          | 6          | 29          |
| Anthony Vincent Boschetto | 384        | 441        | 371        | 316        | 1512        |
| David Gordon Cliff        | 365        | 262        | 193        | 404        | 1224        |
| Write-Ins                 | 1          | 0          | 0          | 0          | 1           |
| <b>TOTALS</b>             | <b>762</b> | <b>710</b> | <b>568</b> | <b>726</b> | <b>2766</b> |

**SCHOOL COMMITTEE (1) 3 YR**

|                   |            |            |            |            |             |
|-------------------|------------|------------|------------|------------|-------------|
| Blanks            | 7          | 3          | 1          | 4          | 15          |
| Donna F. Bouchard | 368        | 428        | 353        | 294        | 1443        |
| Jeanne Downs      | 387        | 279        | 214        | 427        | 1307        |
| Write-Ins         | 0          | 0          | 0          | 1          | 1           |
| <b>TOTALS</b>     | <b>762</b> | <b>710</b> | <b>568</b> | <b>726</b> | <b>2766</b> |

**BOARD OF ASSESSORS (1) 3 YR**

|               |            |            |            |            |             |
|---------------|------------|------------|------------|------------|-------------|
| Blanks        | 264        | 239        | 168        | 256        | 927         |
| Susan M. Rufo | 496        | 469        | 398        | 470        | 1833        |
| Write-Ins     | 2          | 2          | 2          | 0          | 0           |
| <b>TOTALS</b> | <b>762</b> | <b>710</b> | <b>568</b> | <b>726</b> | <b>2766</b> |

**LIBRARY TRUSTEES (2) 3 YR**

|                   |             |             |             |             |             |
|-------------------|-------------|-------------|-------------|-------------|-------------|
| Blanks            | 540         | 547         | 415         | 522         | 2024        |
| Anne B. Heller    | 516         | 431         | 367         | 486         | 1800        |
| Thaddeus Thompson | 466         | 441         | 353         | 444         | 1704        |
| Write-Ins         | 2           | 1           | 1           | 0           | 4           |
| <b>TOTALS</b>     | <b>1524</b> | <b>1420</b> | <b>1136</b> | <b>1452</b> | <b>5532</b> |

**BOARD OF HEALTH (1) 3 YR**

|                       |            |            |            |            |             |
|-----------------------|------------|------------|------------|------------|-------------|
| Blanks                | 295        | 259        | 206        | 280        | 1040        |
| Elisabeth Noel Brewer | 467        | 448        | 360        | 443        | 1718        |
| Write-Ins             | 0          | 3          | 2          | 3          | 8           |
| <b>TOTALS</b>         | <b>762</b> | <b>710</b> | <b>568</b> | <b>726</b> | <b>2766</b> |

|  | PREC 1      | PREC 2      | PREC 3      | PREC 4      | TOTALS      |
|--|-------------|-------------|-------------|-------------|-------------|
| <b><u>PLANNING BOARD (1) 5 YR</u></b>              |             |             |             |             |             |
| Blanks   | 298         | 272         | 211         | 301         | 1082        |
| Albert I. Montague, Jr.                            | 460         | 434         | 355         | 424         | 1673        |
| Write-Ins  | 4           | 4           | 2           | 1           | 11          |
| <b>TOTALS</b>                                      | <b>762</b>  | <b>710</b>  | <b>568</b>  | <b>726</b>  | <b>2766</b> |
| <b><u>BOARD OF PUBLIC WORKS (2) 3 YR</u></b>       |             |             |             |             |             |
| Blanks   | 630         | 597         | 446         | 626         | 2299        |
| Michael Price Lowery                               | 450         | 455         | 365         | 412         | 1682        |
| Michael B. Wegerbauer                              | 444         | 367         | 323         | 409         | 1543        |
| Write-Ins  | 0           | 1           | 2           | 5           | 8           |
| <b>TOTALS</b>                                      | <b>1524</b> | <b>1420</b> | <b>1136</b> | <b>1452</b> | <b>5532</b> |
| <b><u>RECREATION COMMISSIONER (2) 3 YR</u></b>     |             |             |             |             |             |
| Blanks   | 654         | 614         | 457         | 620         | 2345        |
| Asa B. Foster                                      | 473         | 426         | 363         | 449         | 1711        |
| Frank Krasin                                       | 394         | 379         | 314         | 383         | 1470        |
| Write-Ins  | 3           | 1           | 2           | 0           | 6           |
| <b>TOTALS</b>                                      | <b>1524</b> | <b>1420</b> | <b>1136</b> | <b>1452</b> | <b>5532</b> |
| <b><u>COMMISSIONER OF TRUST FUNDS (1) 3 YR</u></b> |             |             |             |             |             |
| Blanks   | 309         | 281         | 215         | 288         | 1093        |
| Jared Dean Hobson                                  | 453         | 426         | 352         | 435         | 1666        |
| Write-Ins  | 0           | 3           | 1           | 3           | 7           |
| <b>TOTALS</b>                                      | <b>762</b>  | <b>710</b>  | <b>568</b>  | <b>726</b>  | <b>2766</b> |
| <b><u>HOUSING AUTHORITY (1) 5 YR</u></b>           |             |             |             |             |             |
| Blanks   | 301         | 232         | 191         | 286         | 1010        |
| Jacqueline C. Ducharme                             | 458         | 475         | 376         | 439         | 1748        |
| Write-Ins  | 3           | 3           | 1           | 1           | 8           |
| <b>TOTALS</b>                                      | <b>762</b>  | <b>710</b>  | <b>568</b>  | <b>726</b>  | <b>2766</b> |



|  |
|--|
| SPECIAL STATE PRIMARY – APRIL 30, 2013 |
|--|

|                    |      |
|--------------------|------|
| Eligible Voters:   | 9253 |
| Total Votes Cast:  | 1970 |
| Percent of Voters: | 21%  |

**DEMOCRATIC**  
**SENATOR IN CONGRESS**

|                         | PREC 1     | PREC 2     | PREC 3     | PREC 4     | TOTALS      |
|-------------------------|------------|------------|------------|------------|-------------|
| Blanks                  | 0          | 0          | 0          | 0          | 0           |
| Stephen F. Lynch        | 50         | 72         | 58         | 49         | 229         |
| <b>Edward J. Markey</b> | <b>349</b> | <b>314</b> | <b>292</b> | <b>336</b> | <b>1291</b> |
| Write-Ins               | 0          | 0          | 0          | 1          | 1           |
| <b>TOTALS</b>           | <b>399</b> | <b>386</b> | <b>350</b> | <b>386</b> | <b>1521</b> |

**REPUBLICAN**  
**SENATOR IN CONGRESS**

|                         |            |           |            |            |            |
|-------------------------|------------|-----------|------------|------------|------------|
| Blanks                  | 0          | 0         | 0          | 0          | 0          |
| <b>Gabriel E. Gomez</b> | <b>71</b>  | <b>60</b> | <b>69</b>  | <b>78</b>  | <b>278</b> |
| Michael J. Sullivan     | 29         | 23        | 18         | 32         | 102        |
| Daniel B. Winslow       | 17         | 12        | 16         | 24         | 69         |
| Write-Ins               | 0          | 0         | 0          | 0          | 0          |
| <b>TOTALS</b>           | <b>117</b> | <b>95</b> | <b>103</b> | <b>134</b> | <b>449</b> |

|  |
|--|
| SPECIAL STATE ELECTION – JUNE 25, 2013 |
|--|

|                    |      |
|--------------------|------|
| Eligible Voters:   | 9262 |
| Total Votes Cast:  | 3625 |
| Percent of Voters: | 39%  |

**SENATOR IN CONGRESS**

|                        | PREC 1     | PREC 2     | PREC 3     | PREC 4     | TOTALS      |
|------------------------|------------|------------|------------|------------|-------------|
| Blanks                 | 0          | 0          | 0          | 1          | 1           |
| Gabriel E. Gomez       | 327        | 297        | 269        | 410        | 1303        |
| Edward J. Markey       | 620        | 616        | 508        | 569        | 2313        |
| <b>Richard A. Heos</b> | <b>1</b>   | <b>3</b>   | <b>2</b>   | <b>2</b>   | <b>8</b>    |
| Write-Ins              | 0          | 2          | 0          | 0          | 2           |
| <b>TOTALS</b>          | <b>948</b> | <b>918</b> | <b>779</b> | <b>982</b> | <b>3627</b> |

**TOWN OF WAYLAND  
SPECIAL TOWN MEETING  
OCTOBER 3, 2012**

**DATE:**

October 3, 2012

**ARTICLES DISPOSED OF:**

1 - 7

**RETURN OF SERVICE****MIDDLESEX, s.s.****OCTOBER 3, 2012**

To any of the Constables of the Town of Wayland, Greetings:

I, William E. Pickett, Jr., duly qualified Constable of the Town of Wayland, do hereby affirm and certify that I have posted the Warrant for the Special Town Meeting to be held on Wednesday, October 3, 2012 by my posting copies thereof at the Wayland Town Building, Cochituate Fire Station or the Cochituate Post Office, Wayland Public Library and the Happy Hollow School, by posting fourteen (14) days at least before the date appointed for the posting of the Warrant for the Annual Town Election and the Annual Town Meeting. Posting was done September 19, 2012.

**VOTES ENACTED:****WEDNESDAY, OCTOBER 3, 2012 AT THE WAYLAND HIGH SCHOOL FIELD HOUSE****DENNIS J. BERRY, MODERATOR:**

Pursuant to the Warrant dated September 19, 2012, signed by John Bladon, Steven J. Correia, Edward J. Collins, and Joseph F. Nolan, Selectmen, served and return of service given by William E. Pickett, Jr., Constable of the Town, the inhabitants of the Town of Wayland qualified to vote at Special Town Meeting met this day at Wayland High School Field House, and at 7:30 P.M. the Moderator called the Meeting to order, declared that a quorum was present, and the Meeting proceeded to transact the following business:

**ERRATA:****ARTICLE 2, "ADOPT BYLAW RE: UTILITY HERBICIDE APPLICATION," page 16, Middle of Page:**Deletions noted with ~~strike throughs~~; insertions noted by underline.

**CONSISTENCY WITH LAW:** It is the opinion of Town Counsel that the foregoing bylaw amendment is ~~consistent~~inconsistent with Massachusetts law in the following respects:

- (i) it regulates the methods and means of the application of pesticides. Municipal regulation of such methods and means is preempted by state law and state regulations.
- (ii) it impermissibly authorizes the Town's Board of Health to deny permission to apply pesticides. Pursuant to Massachusetts General Laws Chapter 132B, Section 10, the authority to issue certifications and licenses to use pesticides is vested exclusively in the Massachusetts Department of Food and Agriculture Pesticide Board.
- (iii) it provides for a \$5,000.00 fine as a penalty for violations which fine is in excess of the amount authorized by state law. Under Massachusetts General Law Chapter 40, Section 21, fines not exceeding three hundred dollars for each offense may be imposed for the violation of a bylaw adopted by a town. Additionally, it mandates that violators pay the Town's court costs and attorney's fees incurred to enforce the bylaw. Such payments cannot be required by a ~~municipal~~municipal bylaw. However, a court has the discretion to award them.

In all other respects, the foregoing bylaw amendment is ~~inconsistent~~consistent with federal and Massachusetts law.

**ARTICLE 1:           ADOPT BYLAW RE: CLEARING, GRADING AND PROTECTION  
OF SPECIMEN TREES**

*Sponsored by: Petitioners*

To determine whether the Town will vote to adopt a bylaw, in substantially the following form based on the Model Land Clearing, Grading and Protection of Specimen Trees Bylaw from the Cape Cod Commission Model Bylaws and Regulations, setting forth the protocol which shall apply when anyone seeks to clear land of an area greater than 20,000 square feet, requiring the party to obtain a special permit from the Planning Board, and outlining the review standards to be applied in that permitting process, in an effort to balance the rights of utility companies and others to maintain rights of way in juxtaposition of the need to minimize loss of natural vegetation and to protect specimen trees and wildlife habitat.

01.0 Purposes: Pursuant to M.G.L. c. 87, § 14, and otherwise, the purposes of this bylaw are to seek to balance the rights of utilities and others to maintain and utilize their easements and rights of way while at the same time striving to:

01.1 Protect the health, safety and property of the residents of the Town of Wayland, Massachusetts by regulating clearing, grading and maintenance activities associated with land development and ROW maintenance. It's goals include preserving existing trees and vegetation, preventing erosion and sedimentation of wetlands, ponds and other water bodies, controlling stormwater runoff, minimizing fragmentation of wildlife habitat and loss of vegetation, preventing chemical poisoning of the environment;

01.2 Limit land clearing and alteration of natural topography prior to development review;

01.3 Protect specimen trees and significant forest communities from damage or removal during site development and maintenance;

01.4 Protect water quality of adjacent wetlands, wellheads and surface water bodies;

01.5 Encourage the use of Best Management Practices that prevent and reduce nonpoint sources of pollutants;

01.6 Encourage the use of Best Practices with respect to Vegetation Management programs;

01.7 Promote land development and site planning practices that are responsive to the town's scenic character without preventing the reasonable development and maintenance of land and utility rights-of-way;

01.8 Protect archaeological and/or historic resources.

02.0 Definitions: In this bylaw, the following words have the meanings indicated:

02.1 Applicant - Any person proposing to engage in or engaged in any non-exempt clearing of trees or understory vegetation within the Town.

02.2 Best Management Practices (BMPs) - A structural, nonstructural, or managerial technique recognized to be the most effective and practical means to prevent and reduce nonpoint source pollutants. BMPs should be compatible with the productive use of the resource to which they are applied, and should be cost-effective.

02.3 Caliper - American Association of Nurserymen standard for measurement of trunk size of nursery stock. Caliper of the trunk shall be taken 6" above the ground up to and including 4" caliper trees, and 12" above the ground for larger sizes.

02.4 Certified arborist - A professional who possesses the technical competence through experience and related training to provide for or supervise the maintenance of trees and other woody plants in the residential, commercial, and public landscape.

02.5 Clearing - Removal or causing to be removed, through either direct or indirect actions, trees, shrubs and/or topsoil from a site, or any material change in the use or appearance of the land. Actions considered to be clearing include, but are not limited to: causing irreversible damage to roots or trunks; destroying the structural integrity of vegetation; and/or any filling, excavation, grading, or trenching in the root area of a tree which has the potential to cause irreversible damage.

02.6 Dripline - An area encircling the base of a tree which is delineated by a vertical line extending from the outer limit of a tree's branch tips down to the ground.

02.7 Essential Root Zone - An area located on the ground between the tree trunk and 10 feet beyond the dripline of a tree which is required for protection of a tree's root system.

02.8 Diameter/diameter-breast-height (dbh) - The diameter of any tree trunk, measured at 4.5 feet above existing grade.

02.9 Filling - The act of transporting or placing (by any manner or mechanism) material from, to, or on any soil surface or natural vegetation.

02.10 Grading - Any excavating, filling, clearing, or the creation of impervious surface, or any combination thereof, which alters the existing surface of the land.

02.11 Hazardous tree - A tree with a structural defect or disease, or which impedes safe sight distance or traffic flow, or otherwise currently poses a threat to life or property.

02.12 Landscape architect - A person licensed by the Commonwealth of Massachusetts to engage in the practice of landscape architecture.

02.13 Protected tree/vegetation - A tree or area of understory vegetation identified on an approved landscape plan to be retained and protected during construction.

02.14 Right-Of-Way Maintenance - Removal or causing to be removed, through either direct or indirect actions, trees, shrubs and/or topsoil from a site, or any material change in the use or appearance of the land. Actions considered to be clearing include, but are not limited to: causing

irreversible damage to roots or trunks; destroying the structural integrity of vegetation; and/or any filling, excavation, grading, or trenching in the root area of a tree which has the potential to cause irreversible damage including the application of herbicides or other chemical agents.

02.15 Specimen tree - A native, introduced or naturalized tree which is important because of its impact on community character, its significance in the historic/cultural landscape or its value in enhancing the effects of wildlife habitat. Any tree with a dbh of 6" or larger is eligible to be considered a specimen tree. Trees that have a small height at maturity or are slow growing, such as flowering dogwood or american holly with a dbh of 4" or larger are eligible to be considered specimen trees.

02.16 Significant forest community - Unfragmented forests including forest types that provide habitat for rare species, unusual ecological processes, highly diverse forest communities, rare forest types, and those forest types which maintain connections between similar or different habitat patches.

02.17 Site Alteration Special Permit - A special permit issued by the Planning Board authorizing land clearing and grading activities in the town of Wayland, Massachusetts.

02.18 Understory vegetation - Small trees, shrubs, and groundcover plants, growing beneath and shaded by the canopy of trees.

02.19 Wellhead Protection Plan - Wellhead Protection Plan, June 2011, Prepared by the Wellhead Protection Committee, et al.

03.0 Applicability: No person or corporation shall undertake land clearing/grading activities of an area greater than a total of 20,000 square feet within the Town of Wayland in any year without first obtaining a Site Alteration Special Permit from the Planning Board, unless specifically exempted under Section 05.0 of this bylaw.

04.0 Review and Decision: Within ten (1) days of receipt of a completed application and required plans as described in Section 06.0 below, the Planning Board shall transmit one copy each to the Board of Health, Conservation Commission, Building Inspector, Department of Public Works and abutters to the properties. Within 45 days of receipt of completed application/plans, these agencies and optionally the abutters shall submit recommendations to the Planning Board. The Planning Board shall act on applications according to the procedure specified in G.L. c. 40A, 09.

05.0 Exemptions: The provisions of this bylaw shall not apply to the following activities:

05.1 Removal of hazardous trees, as defined herein;

05.2 Routine maintenance of vegetation and removal of dead or diseased limbs and/or trees necessary to maintain the health of cultivated plants, to contain noxious weeds and/or vines in accordance with a Department of Environmental Management (DEM) - approved Forest Management Plan, or to remedy a potential fire or health hazard or an imminent threat to public safety;

05.3 Construction and maintenance of public and private streets and utilities within town-approved roadway layouts and easements;

05.4 Work conducted in accordance with a valid earth removal permit issued by the Town of Wayland, Massachusetts;

05.5 Agricultural activities in existence at the time a bylaw is adopted, work conducted in accordance with an approved Natural Resource Conservation Service Agricultural Plan or agricultural uses on parcels of land of more than five acres as specified in MGL c. 40A Section 3.

05.6 Construction of roadways and associated infrastructure for subdivisions approved in accordance with the Town Subdivision Rules and Regulations.

05.7 Construction of any state or town agency project approved by the town manager, town council, or town selectmen.

06.0 Application Requirements: Unless determined otherwise by the Planning Board the following submittals are required at the time of application:

06.1 Survey of existing vegetation conducted by an individual qualified through appropriate academic credentials and field experience. A statement of credentials should be submitted with the survey.

The survey of existing vegetation shall include the following information:

06.1.1 major upland vegetational communities located on the site, including trees, shrub layer, ground cover and herbaceous vegetation;

06.1.2 size and height of trees, noting specimen trees and/or forest communities;

06.1.3 location of any rare and endangered species;

06.2 Submission of a locus map at a scale of 1" = 500' showing the proposed site in relation to the surrounding area.

06.3 Submission of a plan at a scale of 1" = 40' of the project site showing existing and proposed contour lines at intervals of not more than 2 feet prepared by a registered civil engineer or land surveyor.

06.4 Soil survey or soil logs indicating predominant soil types on the project site, including information on erosion potential from the Natural Resources Conservation Service.

06.5 Delineation of all bodies of water, including wetlands, vernal pools, streams, ponds, and public wells within 100 feet of the project site/limit of work and delineation of the 100-year floodplain and the capture zones of Wayland's wells (as defined and described in the Wellhead Protection Plan) within said area.

06.6 Submission of a plan at a scale of 1" = 40' indicating the limit of work. The limit of work shall include all building, parking, and vehicular use areas, and any grading associated with the proposed development. The plan or accompanying narrative shall document the species and quantities of specimen trees and/or other vegetation to be removed or relocated within the project area.

06.7 Construction schedule which describes the timing of vegetation removal, transplanting or replacement in relation to other construction activities.

06.8 Plans and/or description of Best Management Practices and Best Practices for Vegetation Management to be employed in development of the project site.

06.9 For each tree in excess of two inches in diameter to be removed, a statement of the precise reasons that such tree cannot be trimmed rather than removed.

06.10 Submission of an erosion and sedimentation control plan at a scale of 1" = 40'. This plan shall include BMPs for erosion and sediment control (vegetative and/or structural) to prevent surface water from eroding cut and fill side slopes, road shoulders and other areas and measures to avoid sedimentation of nearby wetlands and ponds. The

following information shall be submitted on erosion control and sedimentation plans submitted with the project application:

06.10.1 A description of the sequence of construction activities which specifies the time frame for soil stabilization and completion and any necessary winter stabilization measures.

07.0 Review Standards:

The applicant shall demonstrate that the following measures are employed in development of the site or maintenance of the ROW:

07.1 Minimize site alteration/land clearing:

07.1.1 Site/building/maintenance design shall preserve natural topography outside of the development footprint to reduce unnecessary land disturbance and to preserve natural drainage channels on the site.

07.1.2 Clearing of vegetation and alteration of topography shall be limited to a percentage (%) of the site with native vegetation planted in disturbed areas as needed to enhance or restore wildlife habitat.

Land Use % Clearing Allowed:

Agriculture 50%, Residential 25%, Institutional, Commercial, Industrial 40%, ROW maintenance in residential areas 25%, ROW maintenance in open areas 50%, within a Significant Natural Resource Area (SNRA) 35%

07.1.3 Clearing for utility access and trenching shall be limited to the minimum area necessary to deliver equipment to the site and thereafter to maneuver a backhoe or other construction equipment.

Roots should be cut cleanly rather than pulled or ripped out during utility trenching. Tunneling for utilities installation should be utilized wherever feasible to protect root systems of trees.

07.1.4 Protect hilltops and/or scenic views within the town of Wayland, Massachusetts:

07.1.4.1 Placement of buildings, structures, access roads or parking facilities shall not detract from the site's scenic qualities and shall blend with the natural landscape. Building sites shall be directed away from the crest of hills, and foundations shall be constructed to reflect the natural terrain.

07.1.5 Protect wildlife habitat:

07.1.5.1 Sites shall be designed in such a way as to avoid impacts to rare and endangered species and wildlife habitat on a site, and to maintain contiguous forested areas.

07.1.6 Avoid impacts to archaeological resources:

07.1.6.1 Applicants shall submit a response from the Massachusetts Historical Commission (MHC) regarding the potential for archaeological or historical resources on the site.

07.1.7 Preserve open space and specimen trees on the site:

07.1.7.1 In the design of a development or the proposal for ROW maintenance, priority shall be given to retention of existing stands of trees, trees at site perimeter, contiguous vegetation with adjacent sites (particularly existing sites protected through conservation restrictions), and specimen trees.

07.1.8 Understory vegetation beneath the dripline of preserved trees shall also be retained in an undisturbed state. During clearing and/or construction activities, all vegetation to be retained and abutting properties that may be affected shall be surrounded by temporary protective fencing or other measures before any clearing or grading occurs, and maintained until all construction work is completed and the site is cleaned up. Barriers shall be large enough to encompass the essential root zone of all vegetation to be protected. All vegetation within the protective fencing shall be retained in an undisturbed state.

07.1.9 Forested areas shall be preserved if they are associated with:

07.1.9.1 significant forest communities as defined herein;

07.1.9.2 wetlands, waterbodies and their buffers;

07.1.9.3 critical wildlife habitat areas;

07.1.9.4 slopes over 25 percent.

07.1.10 Minimize cut and fill in site development:

07.1.10.1 Development envelopes for structures, driveways, wastewater disposal, lawn areas and utility work shall be designated to limit clearing and grading.

07.1.10.2 Other efforts to minimize the clearing and grading on a site associated with construction activities shall be employed, such as parking of construction vehicles, offices/trailers, stockpiling of equipment/materials, etc. in areas already planned for permanent structures. Topsoil shall not be stockpiled in areas of protected trees, wetlands, and/or their vegetated buffers.

07.1.10.3 Finished grades should be limited to no greater than a 2:1 slope, while preserving, matching, or blending with the natural contours and undulations of the land to the greatest extent possible.

07.1.10.4 Employ proper site management techniques during construction:

(a) BMPs shall be employed to avoid detrimental impacts to existing vegetation, soil compaction, and damage to root systems.

(b) The extent of a site exposed at any one time shall be limited through phasing of construction operations. Effective sequencing shall occur within the boundaries of natural drainage areas.

07.1.10.5 Protect the site during construction through adequate erosion and sedimentation controls:

(a) Temporary or permanent diversions, berms, grassed waterways, special culverts, shoulder dikes or such other mechanical measures as are necessary may be required by the Board to intercept and divert surface water runoff. Runoff flow shall not be routed through areas of protected vegetation or revegetated slopes and other areas. Temporary runoff from erosion and sedimentation controls shall be directed to BMPs such as vegetated swales. Retaining walls may be required where side slopes are steeper than a ratio of 2:1.

(b) Erosion and sedimentation controls shall be constructed in accordance with the DEP Stormwater Guidance manual.

(c) Erosion control measures shall include the use of erosion control matting, mulches and/or temporary or permanent cover crops. Mulch areas damaged from heavy rainfalls, severe storms and construction activity shall be repaired immediately.

(d) Erosion control matting or mulch shall be anchored where plantings are on areas subject to mulch removal by wind or water flows or where side slopes are steeper than 2:1 or exceed 10 feet in height. During the months of October through March when seeding and sodding may be impractical, anchored mulch may be applied at the Board's discretion.

(e) Runoff from impervious surfaces shall be recharged on the site by storm water infiltration basins, vegetated swales, constructed wetlands or similar systems covered with natural vegetation. Runoff shall not be discharged directly to rivers, streams, or other surface water bodies. Dry wells shall be used only where other methods are not feasible. All such basins and wells shall be preceded by oil, grease, and sediment traps. The mouths of all catch basins shall be fitted with filter fabric during the entire construction process to minimize siltation or such basins shall be designed as temporary siltation basins with provisions made for final cleaning.

(f) The applicant shall be required to conduct weekly inspections of all erosion and sedimentation control measures on the site to ensure that they are properly functioning as well as to conduct inspections after severe storm events.

07.1.10.6 Revegetate the site immediately after grading:

(a) Proper revegetation techniques shall be employed using native plant species, proper seed bed preparation, fertilizer and mulching to protect germinating plants. Revegetation shall occur on cleared sites within 7 (seven) calendar days of final grading and shall occur during the planting season appropriate to the selected plant species.

(b) A minimum of 4" of topsoil shall be placed on all disturbed surfaces which are proposed to be planted.

(c) Finished grade shall be no higher than the trunk flare(s) of trees to be retained. If a grade change of 6" or more at the base of the tree is proposed, a retaining wall or tree well may be required.

07.2 Protection of wetlands, endangered species and other environmental issues, as required by the Conservation Commission. (Not sure what specific sub-paragraphs we should add here)

07.3 Protection of drinking water, as required by the Board of Public Works pursuant to the Wellhead Protection Plan.

08.0 Required Security: The Planning Board may require a performance guarantee in a form acceptable to the town to cover the costs associated with compliance with this bylaw under a Site Alteration Special Permit.

08.1 The required performance guarantee in the amount of 150% of the cost of site restoration shall be posted prior to the issuance of a Site Alteration Special Permit for the proposed project.

08.2 The performance guarantee shall be held for the duration of any prescribed maintenance period required by the Site Plan Review Committee/Planning Board to ensure establishment and rooting of all new plantings, and may be reduced from time to time to reflect completed work. Plantings which die within the prescribed maintenance period shall be replaced. Securities shall not be fully released without a final inspection and approval of vegetation replacement by the town.

09.0 Monitoring and Inspections:

09.1 Prior to commencement of construction or maintenance, the applicant, land owner, contractor and construction crew, town engineer and site engineer shall conduct a meeting to review the proposed construction phasing and number and timing of site inspections.

09.2 Initial site inspection of erosion and sedimentation controls and placement of tree protection measures shall occur after installation of barriers around preserved areas and construction of all structural erosion and sedimentation controls, but before any clearing or grading has begun.

09.3 Routine inspections of preserved areas and erosion and sedimentation controls shall be made at varying intervals depending on the extent of site alteration and the frequency and intensity of rainfall.

09.4 Effective stabilization of revegetated areas must be approved by the town before erosion and sedimentation controls are removed. The town shall complete an inspection prior to removal of temporary erosion and sedimentation controls.

10.0 Enforcement: The town of Wayland, Massachusetts may take any or all of the enforcement actions prescribed in this bylaw to ensure compliance with, and/or remedy a violation of this bylaw; and/or when immediate danger exists to the public or adjacent property, as determined by the Building Inspector or Town Engineer. Securities described in Section 07.0 above may be used by the town in carrying out any necessary enforcement actions.

10.1 The Town of Wayland Building Inspector may post the site with a Stop Work order directing that all vegetation clearing not authorized under a Site Alteration Permit cease immediately. The issuance of a Stop Work order may include remediation or other requirements which must be met before clearing activities may resume.

10.2 The Town of Wayland may, after written notice is provided to the applicant, or after the site has been posted with a Stop Work order, suspend or revoke any Site Alteration Special Permit issued by the Town.

10.3 No person shall continue clearing in an area covered by a Stop Work order, or during the suspension or revocation of a Site Alteration Special Permit except work required to correct an imminent safety hazard as prescribed by the Town.

0.11 Severability:

0.11.1 If any provision of this bylaw is held invalid by a court of competent jurisdiction, the remainder of the bylaw shall not be affected thereby. The invalidity of any section or sections or parts of any section or sections of this bylaw shall not affect the validity of the remainder of the [town]'s zoning bylaw.

**MOTION- REFER ART. 1 TO TEMPORARY STUDY COMMITTEE:**

Scott Machanic moved and was duly seconded that the bylaw proposed under Article 1 be referred for further consideration to a Temporary Study Committee to draft or develop a recommended bylaw amendment concerning tree cutting and land clearing to be submitted for insertion in the 2013 Annual Town Meeting Warrant, which committee shall be comprised of six voting members, one appointed by the Conservation Commission, one appointed by the Planning Board, one appointed by the Board of Health, one appointed by the Board of Public Works, and two appointed by the Oak Hill Wayland Neighborhood Association, Inc., and two nonvoting members, who shall be the Building Commissioner and the Town Planner, who shall serve ex-officio, and shall be discharged as a study committee upon the dissolution of the 2013 Annual Town Meeting without further action by the Town or its officers or said association.



**VOTED:**                      **IN FAVOR: 132**      **MOTION PASSED**  
    **OPPOSED: 18**

|  |
|--|
| <b>ARTICLE 2:            ADOPT BYLAW RE: UTILITY HERBICIDE APPLICATION</b> |
|--|

*Sponsored by: Petitioners*

To determine whether the Town will vote to adopt a bylaw, in substantially the form of the following Bylaw of the Town of Wayland Concerning Utility Herbicide Application, providing that, upon receipt of notification from a utility company of intended application of any herbicide as provided by M.G.L. c. 132B, the Board of Health shall schedule a hearing, within 21 days or on or before the date indicated for the herbicide application, whichever is early, at which hearing the utility company must provided, as a condition of receiving an order of permission, that the contemplated herbicide application conforms to the requirements of state and federal law. Application of herbicides without the order of permission is prohibited, and subject to a fine.

Bylaw of the Town of Wayland Concerning Utility Herbicide Application

Article 1. Purpose

It is the purpose of this bylaw to establish the procedures by which the Board of Health may determine whether a proposed application of herbicide by a utility upon its rights of way within Wayland is to be conducted in accordance with applicable state and federal requirements, for the purpose of protecting the health, environment and safety of the citizens of the Town of Wayland and the purity of its drinking water supply.

Article 2. Prohibited Distribution

No utility company shall distribute, apply, handle, dispose of, discard or store any herbicide upon any utility right of way, unless and until it has received an order of approval from the Wayland Board of Health, pursuant to the procedures outlined below.

Article 3. Hearing Procedure

Upon the receipt of notification, pursuant to M.G.L. c. 132B, § 6B, from a utility company contemplating use of herbicide on any right of way within the Town of Wayland, the Board of Health shall schedule and hold, within 21 days of receipt of notice or on or before the date indicated for herbicide application, whichever is later, a hearing at which the utility shall appear and present evidence that it has complied with applicable state and federal law applicable to herbicide application, including but not limited to providing the following:

- a.) Written identification of all persons who will be applying any herbicide, and information demonstrating that each such person is properly certified and/or licensed to apply herbicides;
- b.) Written identification of herbicides which are intended to be used, and an outline of the exact location where each is expected to be applied;
- c.) Written demonstration that all herbicide use is in accordance with the approved Vegetation Management Plans and Yearly Operational Plans.
- d.) Written plans or procedures to assure that herbicide concentrates shall not be handled, mixed or loaded within 100 feet of a sensitive area (as that term is defined in the applicable Pesticide
- e.) Board regulations, or those issued by any analogous body if the Pesticide Board no longer has jurisdiction);
- f.) Written documentation of efforts to locate all sensitive areas (as that term is defined in the applicable Pesticide Board regulations, or those issued by any analogous body if the Pesticide Board no longer has jurisdiction) within the areas where pesticides are to be applied;

- g.) Depiction of the boundaries of each and all located sensitive areas (as that term is defined in the applicable Pesticide Board regulations, or those issued by any analogous body if the Pesticide Board no longer has jurisdiction) on a plan of land of the area where pesticides are to be applied;
- h.) Written description of steps to be taken to mark sensitive area boundaries (as that term is defined in the applicable Pesticide Board regulations, or those issued by any analogous body if the Pesticide Board no longer has jurisdiction) in the field and/or, for any boundary which is believed to be readily identifiable, the basis for that belief.
- i.) Written documentation that wetland boundaries have been delineated and that verification from the Wayland Conservation Commission has been sought by filing of one or more Requests for Determination of Applicability (as referenced in 310 CMR 10.00 et seq or such other regulations which may in the future augment or supplant those regulations)
- j.) For each sensitive area, written description of application steps and techniques which will be taken within that sensitive area;
- k.) Written documentation identifying vegetation greater than 12 feet in height, and written confirmation that foliar herbicide applications will not be made to any vegetation greater than 12 feet in height except for side trimming;
- l.) Written confirmation that herbicide applications will not be made when wind may cause drift, and written description and documentation of the circumstances in which wind drift may occur.
- m.) Written confirmation that no aerial application will occur; and
- n.) Documentation which shows the consideration, if any, given to alternative other than herbicide application which might achieve the goals sought by the herbicide application

#### Article 4. Determination by Board of Health

Upon the conclusion of the submission of evidence by the utility, and any evidence submitted by any resident of the Town of Wayland or other interested party, the introduction of which evidence shall be within the discretion of the Board of Health, the Board of Health shall determine whether the proposed application of pesticides in particular locations would be consistent with the product's labeling and other restrictions imposed by the Pesticide Board and whether the applicant is proposing to use particular pesticides only as permitted by law. The burden of proof shall rest with the applicant to prove determines that the proposed application complies with all legal requirements imposed by state and federal law, and the applicant must present affirmative evidence on that issue, and may not rest on mere conclusory statements that it does so comply. If the Board determines that the proposed application complies with all legal requirements imposed by state and federal law, the Board shall issue an order permitting the application to proceed. If the Board determines that the proposed application does not comply with all legal requirements imposed by state and federal law, the Board shall issue an order denying permission to make the application, which order shall outline the deficiencies which must be remedied before the application may proceed.

#### Article 5. Remediation of Deficiencies.

Upon issuance by the Board of Health of an order denying permission to apply herbicide, the affected utility may request a further hearing at which it may present further evidence, either that has met the requirements of applicable state and federal law, or that it has remedied the deficiencies outlined by the Board order. Upon receipt of such a request, the Board of Health, shall, within 14 days of receipt of the request, schedule a hearing upon such request. At the conclusion of that second hearing, the Board of Health shall again determine whether the proposed application of pesticides in particular locations would be consistent with the product's labeling and other restrictions imposed by the Pesticide Board and whether the applicant is proposing to use particular pesticides only as permitted by law. If the Board determines that the proposed application complies with all legal requirements imposed by state

and federal law, the Board shall issue an order permitting the application to proceed. If the Board determines that the proposed application does not comply with all legal requirements imposed by state and federal law, the Board shall issue an order denying permission to make the application, which order shall outline the deficiencies which must be remedied. No further hearings shall be held, but the affected utility may begin the process anew, by issuing a new notice of intent to utilize herbicides.

Upon the receipt of notification, pursuant to M.G.L. c. 132B, § 6B, from a utility company contemplating use of herbicide on any right of way within the Town of Wayland, the Board of Health shall schedule and hold, within 21 days of receipt of notice or on or before the date indicated for herbicide application, whichever is later, a hearing at which the utility shall appear and present

#### Article 6. Penalty for Application without Order of Permission

An application of any herbicide without prior receipt of an order of permission from the Board of Health issued pursuant to this Bylaw shall be punishable by a fine in the amount of \$ 5,000.00. Each date upon which herbicides are applied shall constitute a separate application for purposes of this Bylaw. Each location separated by more than 500 feet upon which herbicides are applied shall constitute a separate application for purposes of this Bylaw. In addition, Town Counsel may seek injunctive relief seeking to stop such application until the utility has complied with this Bylaw. If the Court finds that the Bylaw has been violated, the utility shall also be liable to pay the court costs and attorneys' fee incurred by the Town to enforce this Bylaw.

#### Article 7. Definitions

"Utility company", any person or entity which owns or operates a privately, publicly or cooperatively owned line, facility or system for producing, transmitting or distributing communications, cable television, power, electricity, light, heat, gas, oil, crude products, water, steam, waste, storm water not connected with highway drainage, or any other similar commodity, including any fire or police signal system or street lighting system, which directly or indirectly serves the public.

#### **MOTION:**

Scott Machanic moved and was duly seconded that the Town vote to amend the Code of the Town of Wayland by adding thereto the following new chapter:

#### Chapter 118. HERBICIDE APPLICATION

##### §118-1. Purpose

It is the purpose of this by-law to establish the procedures by which the Board of Health may determine whether a proposed application of a pesticide, plant regulator, or herbicide by a utility upon or within its rights of way within Wayland is to be conducted in accordance with applicable state and federal requirements, for the purpose of protecting the health, environment and safety of the citizens of the Town of Wayland and the purity of its drinking water supply.

##### §118-2. Prohibited Distribution

No person shall distribute, apply, handle, dispose of, discard or store any pesticide, as defined in Massachusetts General Laws Chapter. 132B, Section 2 , including plant regulators, or herbicide, as defined and described in 333 CMR § § 11.02 and 11.04, upon any utility right- of- way, unless and until it has received an notice of determination from the Wayland Board of Health, pursuant to the procedures set forth below.

##### §118-3. Hearing Procedure

Upon the receipt by the Chair of the Board of Selectmen and the Conservation Commission of notifications, pursuant to M.G.L. c. 132B, § 6B, from a utility company contemplating use of a pesticide, plant regulator, or herbicide on any right- of- way within the Town of Wayland, the Board of Health shall schedule and hold, within 21

days of the receipt of such notice by the Chair of the Board of Selectmen or within 21 days before the date indicated by the utility company for beginning the application of such pesticide, plant regulator, or herbicide, whichever is later, a hearing at which the utility shall appear and present evidence that it has complied and will comply with applicable state and federal law pertaining applicable to the application of pesticides, plant regulators, or herbicides, including but not limited to providing the following to the Board of Health at the time of such notification to the Chair of the Board of Selectmen:

- a.) Submission of a plan at a scale of 1" = 40' of the project site showing delineation of all bodies of water, including wetlands, vernalpools, streams, ponds, public wells, the 100-year floodplain, the capture zones of Wayland's wells (as defined and described in the Wellhead Protection Plan dated June, 2011, Prepared by the Wayland Wellhead Protection Committee, et al, a copy of which plan is on file in the Office of the Town Clerk, , and depiction of the boundaries of each and all located sensitive areas (as that term is defined and described in the Massachusetts Department of Food and AgriculturePesticide Board (the "Pesticide Board") regulations, 333 CMR 11.02, 11.04) in the areas where such pesticides, plant regulators, or herbicides are proposed to be applied and within the 100 feet of the of the boundaries of such areas.
- b.) Written identification of all persons who will be applying any pesticide, plant regulator, or herbicide, and information demonstrating that each such person is properly certified and/or licensed to apply such pesticide, plant regulator, or herbicide;
- c.) Written identification of any pesticide, plant regulator, or herbicide to be used, and a description of the exact location where each is expected to be applied;
- d.) Written demonstration that all proposed pesticide, plant regulator, or herbicide use is in accordance with the Vegetation Management Plans and Yearly Operational Plans approved by the Massachusetts Department of Agricultural Resources.
- e.) Written plans or procedures to assure that pesticide, plant regulator, or herbicide concentrates shall not be handled, mixed or loaded within 100 feet of a sensitive area;
- f.) Written documentation of efforts to locate all sensitive areas within the locations where pesticides, plant regulators, or herbicides are to be applied;
- g.) Depiction of the boundaries of each and all located sensitive areas on a plan of land of the area where pesticides, plant regulators, or herbicides are to be applied;
- h.) Written description of steps to be taken to mark sensitive area boundaries in the field and/or, for any boundary which is believed to be readily identifiable, the basis for that belief.
- i.) Written documentation that wetland boundaries have been delineated and that verification from the Wayland Conservation Commission has been sought by filing of one or more Requests for Determination of Applicability (as referenced in 310 CMR 10.00 et seq or such other regulations which may in the future augment or supplant those regulations);
- j.) For each sensitive area, written description of application steps and techniques which will be taken within that sensitive area.
- k.) Written documentation identifying vegetation greater than 12 feet in height, and written confirmation that foliar pesticide, plant regulator, or herbicide applications will not be made to any vegetation greater than 12 feet in height except for side trimming;
- l.) Written confirmation that pesticide, plant regulator, or herbicide applications will not be made when wind may cause drift, and written description and documentation of the circumstances in which wind drift may occur.
- m.) Written confirmation that no aerial application of pesticides, plant regulators, or herbicides will occur; and

- n.) Documentation which shows the consideration, if any, given to alternatives other than pesticide, plant regulator, or herbicide application which might achieve the goals sought by said pesticide, plant regulator, or herbicide application

#### §118-4. Determination by Board of Health

Upon the conclusion of the submission of evidence by the utility, and any evidence submitted by any resident of the Town of Wayland or other interested party, the introduction of which evidence shall be within the discretion of the Board of Health, the Board of Health shall determine whether the proposed application of pesticides, plant regulators, or herbicides in particular locations would be consistent with the product's labeling and other restrictions imposed by the Pesticide Board or its subcommittees and whether the applicant is proposing to use particular pesticides, plant regulators, or herbicides only as permitted by law. If the Board of Health determines that the proposed application complies with all legal requirements imposed by state and federal law, the Board of Health shall issue a written notice of determination to the utility company to that effect. If the Board of Health determines that the proposed application does not comply with the product's labeling and all legal requirements imposed by state and federal law, the Board shall issue written notice of determination to the utility company specifying the deficiencies in the proposed application. A copy of such notice of determination of deficiencies shall be sent to the Massachusetts Department of Agricultural Resources.

#### §118-5. Remediation of Deficiencies.

Upon issuance by the Board of Health of a notice of determination to the utility company specifying deficiencies in the proposed application the affected utility company may request a further hearing before the Board of Health at which it may present further evidence, either that has met the product's labeling specifications and the requirements of applicable state and federal law, or that it has remedied the deficiencies outlined by the Board of Health's notice. Upon receipt of such a request, the Board of Health, shall, within 14 days of receipt of the request, schedule a hearing upon such request. At the conclusion of the second hearing, the Board of Health shall again determine whether the proposed application of pesticides, plant regulators, or herbicides in particular locations is consistent with the product's labeling and other restrictions imposed by the Pesticide Board and whether the applicant is proposing to use particular pesticides, plant regulators, or herbicides only as permitted by law. If the Board of Health determines that the proposed application complies with all legal requirements imposed by state and federal law, the Board shall issue a written notice of determination to that effect. . If the Board determines that the proposed application does not comply with the product's labeling specifications and all legal requirements imposed by state and federal law, the Board shall issue a written notice to the utility company, specifying the deficiencies found by the Board of Health. A copy of such notice of determination of deficiencies shall be sent to the Massachusetts Department of Agricultural Resources. No further hearings shall be held, but the affected utility may begin the process anew, by issuing a new notice of intent to utilize pesticides or plant regulators.

#### §118-6. Enforcement and Penalties for Violations

§118-6.1. Enforcement. The Board of Health or its designated agent or agents shall be responsible for the enforcement of this chapter.

§118-6.2. Penalties. The penalty for each violation of this chapter shall be \$300.00. Each day that a violation continues shall constitute a separate offense. Fines for violations of this Chapter shall be recovered by indictment or on criminal complaint before a district court, or by noncriminal disposition in accordance with Massachusetts General Laws Chapter 40, Section 21D.

§118-6.3. Other Penalties and Remedies. In addition to, or as an alternative to the penalties in §118-6.2, the Town, acting through the Board of Health, may petition or request that the Commonwealth seek the penalties and remedies for violations of Massachusetts General Laws Chapter 132B set forth in Section 14 thereof. Nothing in this subsection shall prohibit the Town from seeking any other remedies available to it for violations of this Chapter or said Chapter 132B.

|                                |           |     |               |
|--------------------------------|-----------|-----|---------------|
| <b><u>VOTED ON MOTION:</u></b> | IN FAVOR: | 129 | MOTION PASSED |
|                                | OPPOSED:  | 64  |               |

**ARTICLE 3: RESOLUTION SEEKING FEDERAL AND STATE LEGISLATION TO REQUIRE PUBLIC HEARING AND APPROVAL BY BOARD OF HEALTH FOR APPLICATION OF CHEMICALS.**

*Sponsored by: Petitioners*

To determine whether the Towns will vote to request that their Federal and State Representatives and Senators file legislation that will require anyone including the Utilities to: only place on theirs and/or anyone else's property chemicals approve by the Board of Health and/or the Towns Health Officer, but only after a public hearing and written approval from said authority to use such chemical. If any chemicals have been used in the past then the Utility or whoever placed said chemicals on any real estate property must clean up said site to the approval of the Board of Health and/or the Towns Health Officer.

**MOTION:**

Deletions noted with ~~strike throughs~~; insertions noted by underline.

To determine whether the Towns will vote to request that their ~~Federal and~~ State Representatives and Senators file legislation that will guarantee that copies of all filings that are now required OF THE UTILITES by the present State Department of Agricultural Resources (DAR) shall be sent to the Mayor and/or the Board of Selectmen, as well as the Board of Health and /or the Towns health Officer who shall reject or approve the use of any chemical ~~require anyone including the Utilities to: only place on theirs and/or anyone else's property chemicals approve by the Board of Health and/or the Towns Health Officer, but only after a public hearing. and written approval from said authority to use such chemical.~~ If any chemicals have been used in the past then the Utility ~~or whoever placed said chemicals on any real estate property must shall~~ clean up said site to the approval of the Board of Health and/or the Towns Health Officer. Pass any vote or take any action relative thereto.

**ADDRESSING TOWN MEETING BY A NON-RESIDENT:**

The Moderator stated that the petitioner for Article 3, Mr. Steven Hakar, a non-resident, had requested an opportunity to address the Town Meeting. The Moderator asked if there were any objections, hearing some objections, the Moderator called for an electronic vote that would allow Mr. Steven Hakar an opportunity to address the meeting under this article.

**VOTED ON NON-RESIDENT ADDRESSING TOWN MEETING:**

|           |     |
|-----------|-----|
| IN FAVOR: | 95  |
| OPPOSED:  | 126 |

**MR. STEVEN HAKAR WAS NOT ALLOWED TO ADDRESS TOWN MEETING**

**MOTION:**

Kathryn O. Grey moved and was duly seconded that the Town vote to request that their State Representatives and Senators file legislation that will guarantee that copies of all filings that are now required of the Utilities by the present State Department of Agricultural Resources (DAR) shall be sent to the Mayor and/or the Board of Selectmen, as well as the Board of Health and /or the Towns health Officer who shall reject or approve the use of any chemical but only after a public hearing. If any chemicals have been used in the past then the Utility shall cleanup said site to the approval of the Board of Health and/or the Towns Health Officer.

**VOTED ON MOTION:**

|          |     |                   |
|----------|-----|-------------------|
| IN FAVOR | 59  |                   |
| OPPOSED: | 192 | MOTION NOT PASSED |

**ARTICLE 4: RESOLUTION TO PROVIDE MORE FISCAL CONTROL THROUGH THE VOTED BUDGET**

*Sponsored by: Petitioners*

To determine whether the Town will vote to adopt the following resolution:

Whereas, in recent years, Wayland's operating budget to be voted on by townmeeting has been reduced to one or two generic line items per department or function - Salaries and Total Expenses;

Whereas that budget lacks specifics to inform voters of the services carried out by department/function and the amount to be expended for each service;

Whereas the budget offered to voters lacks sufficient controls to assure that appropriations are expended on expected and necessary services;

Now, therefore, be it resolved:

- 1) That, in order to provide greater clarity to voters and a stronger fiscal management process, the operating budget to be voted on by townmeeting shall contain the following: a) more detailed, numbered subsidiary line item categories of expenditure; and b) a head count budget presented by department or function providing staffing levels on a full-time equivalent basis;
- 2) That the Other Post-Employment Benefits ("OPEB") Trust Fund shall be funded only through specific Town Meeting appropriation made solely for that purpose;
- 3) That the operating budget shall be presented in a format that compares the proposed budget to: a) actual expenditures and staffing levels for at least the prior two fiscal years; and b) the appropriations and staffing levels for the current fiscal year.

And that Town Meeting pass any vote or take any action relative thereto.

**MOTION:**

Anette Lewis moved and was duly seconded that the Town vote to adopt the Resolution as identical to what was printed in the Warrant.

|                                |           |     |               |
|--------------------------------|-----------|-----|---------------|
| <b><u>VOTED ON MOTION:</u></b> | IN FAVOR: | 252 | MOTION PASSED |
|                                | OPPOSED:  | 15  |               |

|  |
|--|
| <b>ARTICLE 5:            ADOPT BYLAW: FUNDING OPEB THROUGH AN INDIVIDUAL WARRANT ARTICLE</b> |
|--|

*Sponsored by: Petitioners*

To determine whether the Town will vote to amend Chapter 19, Finances of the Code of the Town of Wayland by adding the following new underlined paragraph to Section 19-5 and providing paragraph lettering as follows (Note: Only the underlined letters and words are being amended):

§ 19-5. Warrant articles involving appropriations or expenditures.

- A. Any person presenting an article for insertion in the warrant for any Town meeting which involves the appropriation or expenditure of money by the Town shall also submit an estimate of the expected amount of money to be expended or appropriated to carry out the purpose of the article. Said estimate, together with the name of the person or persons submitting such article, shall be transmitted by the Board of Selectmen to the Finance Committee.
- B. In order for funds to be made available by the Town for contribution to the Other Postemployment Benefits Trust Fund ("OPEB Trust Fund"), such funds must be appropriated by town meeting pursuant to a specific town meeting warrant article other than the omnibus budget article.

**MOTION:**

Donna Bouchard moved and was duly seconded that the Town vote to amend Chapter 19, Finances of the Code of the Town of Wayland by adding the following new paragraph B. to Section 19-5.

- B. In order for funds to be made available by the Town for contribution to the Other Postemployment Benefits Trust Fund ("OPEB Trust Fund"), such funds must be appropriated by town meeting pursuant to a specific town meeting warrant article other than the omnibus budget article.

**MOTION TO TERMINATE DEBATE:**

Judy A. Bennett moved that the Town vote to move the question.

|  |           |     |               |
|--|-----------|-----|---------------|
| <b><u>VOTED ON MOTION TO TERMINATE DEBATE:</u></b> | IN FAVOR: | 243 | MOTION PASSED |
|  | OPPOSED:  | 26  |               |

|                                |           |     |               |
|--------------------------------|-----------|-----|---------------|
| <b><u>VOTED ON MOTION:</u></b> | IN FAVOR: | 210 | MOTION PASSED |
|                                | OPPOSED:  | 60  |               |

The Moderator recognized the Sound Crew and WAYCAM volunteers followed by a round of applause.

**WAYCAM**

Jim Mullane,  
Bradley Varnum  
Allison Nolan  
Richard Turner  
Mark Foreman

**SOUND CREW**

Albie Cincotti  
Jeff Wadsworth  
Roxi Habibi  
Havey Segal

**Tellers Assigned For The Special Town Meeting**

| <u>Name</u>             | <u>Address</u>     |
|-------------------------|--------------------|
| Miranda Jones           | 23 Forty Acres Dr  |
| Clifford W. Lewis       | 33 Claypit Hill Rd |
| Judith Currier          | 22 Algonquin Path  |
| Donna Bouchard          | 72 Concord Rd      |
| Anette Lewis            | 33 Claypit Hill Rd |
| Prescott W. Baston, Jr. | 11 Cochituate Rd   |

**ARTICLE 6: AMEND ZONING BYLAW ARTICLE 18: CONSERVATION CLUSTER DEVELOPMENT DISTRICT TO PERMIT DETACHED UNITS**

*Sponsored by: Planning Board*

To determine whether the town will vote to amend Chapter 198 of the Zoning Code of the Town of Wayland by making the following deletions (indicated in strikethrough lettering) and insertions (indicated in underlined lettering) indicated in the following paragraph.

**Article 1**

ARTICLE 18 Conservation Cluster Development District [Amended 5-2-1983 ATM by Art. 12]

§ 198-1803. Public hearing; general requirements.

1803.1. After notice and public hearing in accordance with law, which public hearing shall be held within 65 days



after the filing of the application with the Planning Board, the Planning Board may, after due consideration of the reports and recommendations of the Conservation Commission and the Board of Health, grant such a special permit, provided that:

- 1803.1.1. It finds that the proposed plan is in harmony with the purposes and intent of this Zoning Bylaw and this article.
- 1803.1.2. The area of the tract of land is not less than 5 acres. [Amended 5-5-2005 ATM by Art. 27]
- 1803.1.3. The number of lots on which there is to be a single dwelling unit does not exceed the larger of the following: [Amended 5-5-2005 ATM by Art. 29]
  - 1803.1.3.1. The number of building lots that could be created in the tract shown on such plan without a special permit hereunder, plus one lot for each 10 of such building lots that could otherwise be created; or
  - 1803.1.3.2. The number of building lots obtained by dividing 90% of the total area of the tract, exclusive of land situated within the floodplain or designated as wetlands by the Conservation Commission, by the minimum lot size permitted in the district within which the tract is located, plus one lot for each 10 lots so arrived at from such division.
  - 1803.1.3.3. Within the Residence Districts, the Planning Board ~~shall~~ may permit by special permit structures to be constructed containing more than one dwelling unit, but not more than four dwelling units per structure. The number of dwelling units for attached buildings shall not exceed the total that is allowed under § 198-1805.1.1.
  - 1803.1.3.4. Notwithstanding any provision of this zoning bylaw to the contrary, the Planning Board may permit by Special Permit attached and detached dwelling units to be erected on single lot(s). Such approval may modify required setbacks.
- 1803.1.4. Each of the building lots shown on the plan has adequate frontage, but no less than 50 feet, on a public or private way.
- 1803.1.5. Each of the building lots shown on the plan is of a size and shape as shall provide a building site that shall be in harmony with the natural terrain and other features of the tract, but no such lot shall have an area of less than 20,000 square feet as shown on the plan.
- 1803.1.6. The front, side and rear yards of each lot shall be shown on the plan by dashed lines indicating the area within which a building may be built, provided that all dwellings and accessory buildings shall be set back at least 15 feet from the perimeter of the tract and 15 feet from any open land.
- 1803.1.7. For Conservation Cluster Developments consisting of single-family detached dwellings. At least 35% of the land area of the tract, exclusive of land set aside for road area, shall be open land, and the open land shall include all land not dedicated to roads or building lots. For Conservation Cluster Developments consisting of attached single-family dwellings, at least 50% of the land area of the tract, exclusive of land set aside for road area, shall be open land, and the open land shall include all land not dedicated to roads or building lots. For the purpose of this article, "open land" is defined as a parcel or parcels of land, or an area of water, or a combination of land and water, not including roads or ways, whether public or private, to be used for open space, conservation, agriculture, outdoor recreation, park purposes or some combination of the foregoing. [Amended 5-5-2005 ATM by Art. 29]
- 1803.1.8. Conveyance of open land.
  - 1803.1.8.1. Open land shall be conveyed either:

- 1803.1.8.1.1. To the Town, which shall accept it for park or open space use;
  - 1803.1.8.1.2. To the Sudbury Valley Trustees, Inc., and its successors or to another nonprofit conservation organization approved by the Planning Board, the principal purpose of which is the conservation of open space; or
  - 1803.1.8.1.3. To a corporation, trust or association owned, or to be owned, by the owners of lots or residential units within the tract, provided that if such a corporation, trust or association holds title, ownership thereof shall pass with conveyance of the lots or residential units.
- 1803.1.8.2. If ownership is in an entity other than the Town, there shall be sufficient rights in the Town to provide that such land shall be kept in an open or natural state, and provision shall be made so that the Town can enforce any other restrictions or easements imposed upon the open land by the Planning Board as conditions of its special permit grant.
- 1803.1.9. Subject to the approval of the Board of Health, as otherwise required by law, the Planning Board may permit the open land to be used for subsurface waste disposal where the Planning Board finds that such use will not be detrimental to the character or quality of the open land.
- 1803.1.10. If the land shown on the plan includes land in two residence zones, all of the land shall, for all purposes of this article, be considered as lying entirely within the zone having the largest area and frontage requirements, except that if 75% or more of the total area shown as building lots lies within one residence zone, all of the land shall be considered as lying within that zone. [Amended 5-5-2005 ATM by Art. 29 Editor's Note: This article also repealed former § 198-1803.1.10, which required that all dwelling units be in detached buildings and that there be only one dwelling unit in a building, and redesignated former § 198-1803.1.11 and § 198-1803.1.12 as § 198-1803.1.10 and 198-1803.1.11, respectively. ]
- 1803.1.11. No lot shown on the plan for which a permit is granted under this article may be further subdivided, and a notation to this effect shall be shown on the plan. [Amended 5-5-2005 ATM by Art. 29]

**MOTION:**

Kent Greenawalt moved and was duly seconded that the Town vote to amend Chapter 198 of the Code of the Town of Wayland, the Town's Zoning Bylaws, by adding to Article 18 thereof the new subsection 1803.1.3.4 as printed on page 21 of the Warrant for this Special Town Meeting, except for the removal of the second sentence which provides that "Such approval may modify required setbacks."

**POINT OF CLARIFICATION:**

Anette Lewis questioned if in paragraph 1803.1.3.3. where the word ~~shall~~ was crossed out and the word may was underlined if this amendment would still be in the motion. The Moderator declared that because it was not part of the motion that was on the floor, the current wording would remain unchanged.

**VOTED ON MOTION:**

IN FAVOR: 130 MOTION PASSED BY MORE THAN 2/3<sup>RD</sup> MAJORITY  
 OPPOSED: 34

**PLANNING BOARD REPORT**

Pursuant to Massachusetts General Laws Chapter 40A, Section 5, the Planning Board held a public hearing on September 24, 2012 and continued to October 2, 2012 when it concluded on proposed amendments to the Town's Zoning By-Laws for the Special Town Meeting on Wednesday, October 3, 2012.

**Article 6: Amend Zoning Bylaw Article 18: Conservation Cluster Development District to Permit Detached Units.**

Upon further deliberation, the Planning Board recommends striking the last sentence of the proposed amendment "**Such approval may modify required setbacks**" as being unnecessary.

**Background and Purpose:** Within a larger parcel being developed with multiple structures, the Conservation Cluster Bylaw allows for the structures to be grouped together on smaller parcels than the zoning would otherwise call for and the remainder of the land is then dedicated to aggregated, contiguous open space. Overall density for the zoning is presently maintained, as it would be under the recommended change.

**Recommendation:** The current restriction on detached dwellings on individual lots can limit the clustering of the dwelling units and the total area of parcels dedicated as open land. The restriction can further limit the optimal clustering of both the structures and the open land. The Zoning amendment would give the Planning Board more flexibility in permitting or allowing for:

- Preservation of ecologically sensitive areas or structures, stone walls, specimen trees, views, etc. of historical or aesthetic significance
- More innovative overall design of the development
- Provision of more total open area
- Access or connection of the open space with surrounding open space or public land.

Consequently, the Board recommends for allowing detached units on single parcels within Conservation Clusters when further public benefits can be achieved.

**Vote:** Planning Board voted for the Bylaw adoption 3– 0. [Note that the entire Board was supportive of the amendment, however, there was only a quorum of members available on the night of the final vote.]

**ARTICLE 7: RESOLUTION SEEKING FEDERAL AND STATE LEGISLATION TO  
END UNFUNDED MANDATES**

*Sponsored by: Petitioners*

To determine whether the Town will vote to request that their Federal and State Representatives and Senators file legislation that will eliminate all unfunded State & Federal mandates. Further, the Town Meeting instructs the Moderator to notify all Massachusetts communities of Wayland's action.

**MOTION:**

Kathryn O. Grey moved and was duly seconded that the Town of Wayland vote to request that their Federal and State Representatives and Senators file legislation that will fund all unfunded State & Federal mandates. Further, the Town Meeting instructs the Moderator to notify all Massachusetts Communities of Town Meetings action.

**POINT OF ORDER:**

Linda Segal questioned if this motion was within the scope. The Moderator stated that he had researched and determined that under the circumstances where it was a resolution it was within the scope.

**ADDRESSING TOWN MEETING BY A NON-RESIDENT:**

The Moderator asked if there were any objections to Mr. Steven Hakar, a non-resident, being allowed to speak to the motion. Upon hearing some objections, the Moderator called for an electronic vote that would allow Mr. Steven Hakar the opportunity to speak to this motion.

**VOTED ON NON-RESIDENT ADDRESSING TOWN MEETING:**

IN FAVOR: 29  
OPPOSED: 127

**MR. STEVEN HAKAR WAS NOT ALLOWED TO ADDRESS TOWN MEETING****VOTED ON MOTION:**

IN FAVOR: 29  
OPPOSED: 104

MOTION NOT PASSED

---

**Wireless Electronic Voting Equipment was used for this Special Town Meeting**

**The Meeting adjourned Wednesday, October 3, 2012 at 9:11 P.M. sine die.**

**Attendance: 275**

---

Respectively Submitted,

Lois M. Toombs, CMC  
Town Clerk



ANNUAL SANTA'S RIDE  
Wayland Firefighters Association  
December 2013

**TOWN OF WAYLAND  
ANNUAL TOWN MEETING  
APRIL 4, 2013**

**DATE:**

Thursday, April 4, 2013  
Sunday, April 7, 2013  
Tuesday, April 9, 2013  
Wednesday, April 10, 2013

**ARTICLES DISPOSED OF:**

1,2,3,4, 5 motions #1 & #2  
5 motions #3 & #4, 6,7,8,9,10,11,12,13,14  
15,16,17,18,19,20  
21, 22, 23, 24

**RETURN OF SERVICE****MIDDLESEX, s.s.****APRIL 4, 2013**

To any of the Constables of the Town of Wayland, Greetings:

I, Louis V. Gaglini, duly qualified Constable of the Town of Wayland, do hereby affirm and certify that I have posted the specimen of the Official Ballot for the Annual Town Election to be held on Tuesday, April 2, 2013, together with the Warrant for the Annual Town Meeting to be held on Thursday, April 4, 2013 by my posting copies thereof at the Wayland Town Building, Cochrane Fire Station or the Cochrane Post Office, Wayland Public Library and the Happy Hollow School, by posting seven (7) days at least before the date appointed for the posting of the Warrant for the Annual Town Election and the Annual Town Meeting. Posting was done March 21, 2013.

**VOTES ENACTED:**

**THURSDAY, APRIL 4, 2013 AT THE WAYLAND HIGH SCHOOL FIELD HOUSE**

**DENNIS J. BERRY, MODERATOR:**

Pursuant to the Warrant dated March 20, 2013, signed by Douglas J. Leard, Joseph F. Nolan and Edward J. Collins, Selectmen, served and return of service given by Louis V. Gaglini, Constable of the Town, the inhabitants of the Town of Wayland qualified to vote at Town Meeting met this day at Wayland High School Field House, and at 7:30 P.M. the Moderator called the Meeting to order, declared that a quorum was present, and the Meeting proceeded to transact the following business:

**ERRATA:****TABLE OF CONTENTS – PAGE TWO**

Article 17. Amend Zoning Bylaw Chapter 198: River's Edge Housing ~~Overlay~~ Overlay Zoning District ~~Set Aside Community Preservation Funds for Later Spending~~

Add asterisk to Article 21: \* 21. Choose Town Officers

Appendix G.Backup Information from Economic Development Committee for Articles ~~10 and 11~~ - Articles 16 and 17.

**ADJOURNED MEETINGS – PAGE 1**

~~April 4~~ – Sunday      1:00 p.m.~~Should be~~ April 7 – Sunday      1:00 p.m.

**ARTICLE 7: APPROVE PERSONNEL BYLAW AND WAGE & CLASSIFICATION PLAN -  
PAGE 63, BOTTOM OF PAGE:**

*See Personnel Wage and Salary Classification Plan at ~~Appendix B at page 124~~ should be  
See Personnel Wage and Salary Classification Plan at ~~Appendix B1 at page 128~~.*

**ARTICLE 9: AMEND 1978 ANNUAL TOWN MEETING VOTE REGARDING LANDFILL ACCESS ROAD PARCEL AND DESIGNATE CONSERVATION LAND – PAGE 65, LAST PARAGRAPH, THIRD LINE:**

shown on the map is transferred to the care ~~of~~and custody of the Conservation Commission, that floodplain

**ARTICLE 18: ACCEPT ROADS AS PUBLIC WAYS, FINANCE COMMITTEE COMMENTS, PAGE 93, SECOND SENTENCE IN FIRST PARAGRAPH:**

Reference to “The roads in bold” reflect each of the roads proposed for acceptance except Pheasant Run and Sage Hill

**APPENDIX B: LIST OF TOWN POSITIONS (FTE’s) AND PERSONNEL BYLAWS AND WAGE AND CLASSIFICATION PLAN, PAGE 124**

The Full Time Equivalents (FTEs) chart by Department beginning on page 124 and continuing through page 127 should be identified as Appendix B.

The Wage & Classification Plan beginning on page 128 and continuing through page 132 should be identified as Appendix B1.

**APPENDIX D: MAP OF DPW PARCEL AND ADJOINING PARCELS SHOWING FOOTPRINT OF SALT SHED AND DPW FACILITY: INTERIOR LAYOUT OF DPW FACILITY; AND ARTIST RENDERING OF BUILDING ELEVATION, PAGE 134**

"MW" symbol shown on the map refers to methane monitoring well

**APPENDIX J: HEAR REPORTS, PAGE 162**

Middle table, Fund Revenues % Expenditures by Year, Total Fund Balance by Year: FY2012 expenditure number should appear in parentheses (103,475)

|  |
|--|
| <p><b>HOW TO VOTE ELECTRONICALLY</b></p> |
|--|

During the April 2012 Annual Town Meeting, Wayland’s citizens approved a resolution endorsing the use of wireless electronic voting for all sessions of all town meetings through fiscal year 2015. Instead of shouting out *Aye* or *No*, raising our hands, or standing to be counted, we’ll use electronic handsets to register our votes quickly, accurately, and privately during the upcoming Special Town Meeting.

The handsets look a bit like a TV remote control, but instead of pushing buttons to change channels, we push buttons to vote: the 1 button for *Yes*, or the 2 button for *No*. Your vote is displayed on your handset’s screen and wirelessly transmitted to a computer that counts votes and displays results for the Moderator to announce. Nothing but these totals is permanently recorded, so your vote will remain private.

This year’s Annual Town Meeting will be held in the High School Field House. As in past Town Meetings, check-in will be organized alphabetically by last name. As you’re checking in, you’ll be issued a handset for your use during that session. If your phone, tablet, or laptop supports Wi-Fi, please disable this feature, as doing so will enhance performance of the electronic voting system.

Before each vote, the Moderator will summarize the motion or amendment being decided. He'll then announce the beginning of a 30 second interval during which you can convey your vote, and a "voting light" near the Moderator will be illuminated. To vote *Yes*, push your handset's 1 button. To vote *No*, push your handset's 2 button. If you accidentally push the wrong button, you can change your vote by pushing the correct button. If you don't want to participate in a particular vote, don't push any buttons during the 30 second voting interval; if you don't want to participate but accidentally push the 1 button or the 2 button, you can clear your unintentional vote by pushing the 3 button. When the 30 second interval is over, the "voting light" will be extinguished, and the Moderator will announce that the vote is complete; shortly thereafter, the Moderator will announce the results.



If you inadvertently turn your handset off by pushing the power button in its lower-right corner, its display will be blank; push the power button briefly to turn your handset back on. Pushing any of your handset's other buttons during the voting interval will not change your vote, but for peace of mind, your handset will encourage you to *Re-Vote*; push the 1 button for *Yes* or the 2 button for *No*.

If you temporarily leave your seat during the meeting, please keep your handset with you. When you leave the Field House – either during a session or at the close of a session – please place your handset in one of the boxes at each of the Field House exits. If you forget to turn in your handset, we'll

give you a call the next day and ask you to return it.

Every handset will be tested before each session of Town Meeting, so the probability of a handset failing is very low. That said, if pushing your handset's 1 button or 2 button during a vote does not produce an *Yes* or *No* on its display, please go to the Help desk at the back of the room; you'll be provided with a paper ballot to record your vote, and you'll be issued a new handset. We don't expect this to happen, but like the Boy Scouts, we'll be prepared.

If you're physically unable to use a handset to vote, inform the person who checks you in, and you'll be seated in an area where your votes will be manually counted by Tellers. If you're wondering how much radio energy is used by a handset to convey your vote wirelessly, it's less than 1% that of a typical cell phone and only for brief instants, employing the same frequencies used for Wi-Fi wireless internet access.

### **ELVIS: Wayland's Electronic Voting Implementation Subcommittee**

**ARTICLE 1: RECOGNIZE CITIZENS AND EMPLOYEES FOR PARTICULAR SERVICE TO THE TOWN**

*Sponsored by: Board of Selectmen*

To determine whether the Town will recognize the achievements and contributions to Town government of citizens and employees:

1. To recognize citizens who have served in a volunteer capacity on elected and/or appointed boards, committees, and commissions for a minimum of 25 years (service need not be consecutive);
2. To recognize employees who have retired since the previous Annual Town Meeting or intend to retire prior to June 30, 2013, subject to a minimum of 20 years of service; and
3. To request Town Meeting observe a moment of silence in memory of elected or appointed volunteers, employees with at least 10 years of service, or an employee while in service to the Town without regard to tenure who shall have passed away since the adjournment of the 2012 Annual Town Meeting.

**MOTION NO. 1:**

John Bladon moved and was duly seconded that the Town recognize citizens who have served in a volunteer capacity on elected and/or appointed boards, committees and commissions for a minimum of 25 years (service need not be consecutive):

|                    |                              |              |
|--------------------|------------------------------|--------------|
| Backman, Roger     | Conservation Commission      | 1997-Current |
| John R. Sullivan   | Conservation Commission      | 1983-Current |
| Maryanne Peabody   | Personnel Board              | 1997-Current |
| Judith Ide         | Board of Registrars          | 1990-Current |
| Elizabeth Salerno  | Board of Registrars          | 1993-Current |
| Christopher Hagger | Historic District Commission | 1995-Current |

Citizens were recognized unanimously by a round of applause.

**MOTION NO. 2:**

John Bladon moved and was duly seconded that the Town recognize the following town and school employees who have retired since the 2012 Annual Town Meeting and have served the Town for over 20 years (service need not be consecutive):

|                    |          |         |
|--------------------|----------|---------|
| Kathleen Hawkins   | 26 Years | School  |
| Evangelina Jones   | 26 Years | School  |
| Robert Morelli     | 27 Years | Highway |
| Donald Hart        | 25 Years | Water   |
| Earl Hart          | 31 Years | Fire    |
| Kenneth Altschuler | 33 Years | School  |

The Moderator declared that the motion passed unanimously in recognition for their service.

**MOTION NO. 3:**

John Bladon moved and was duly seconded that the Town recognize and observe a moment of silence in remembrance of the following elected or appointed volunteers or, employees with at least 10 years of service, or an employee while in service to the Town without regard to tenure who have passed away since the adjournment of the 2012 Annual Town Meeting:

**Elected or Appointed Volunteers**

|                 |                   |  |
|-----------------|-------------------|--|
| Brown, Daniel   | December 16, 2012 | Cable TV Committee (1983-1988)<br>Cable TV Advisory Committee (1984-1985)<br>Dog Control Appeals Board (2001-2012)<br>Route 20 Corridor Committee (2002-2003)<br>Housing Partnership (2004-2012) |
| Tauer, Alice L. | December 26, 2012 | Election Worker (25 years)   |



Town and School Employees and Retirees

|                         |                   |   |
|-------------------------|-------------------|---|
| Keller, Ward W.         | April 2, 2012     | Wiring Inspector (1978-2007)                |
| Galluzzo, Vincent       | December 16, 2012 | Highway Department                          |
| Turchinets, John        | December 22, 2012 | Veterans Agent (1999-2012)                  |
| Lyons Jr., Paul A.      | January 21, 2013  | Firefighter/Administrative Clerk (20 years) |
| Roche, John W.          | January 30, 2013  | Water Superintendent (1951-1993)            |
| Driscoll, George A.     | February 5, 2013  | Police Officer and Detective (1959-1998)    |
| Kelly Jr., William A.   | February 13, 2013 | Call Firefighter                            |
| Reilly, III, William E. | March 20, 2013    | Public Safety Dispatcher (1995-2013)        |

The Moderator declared that the motion passed unanimously by observing a moment of silence.

**ARTICLE 2: PAY PREVIOUS FISCAL YEAR UNPAID BILLS**

*Proposed by: Board of Selectmen*

To determine whether the Town will vote to:

- (a) pay the bills of the prior fiscal years,
- (b) appropriate a sum of money for the payment of the foregoing bills of prior fiscal years; and
- (c) provide for such appropriation by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing, or otherwise.

**MOTION:**

John Bladon moved and was duly seconded that the Town vote to pass over this article.

**VOTED:**      IN FAVOR:      162      MOTION PASSED OVER  
                          OPPOSED:      32

**ARTICLE 3: CURRENT YEAR TRANSFERS**

*Proposed by: Finance Committee*

*Estimated Cost: \$185,000*

To determine whether the Town will vote to appropriate a sum or sums of money for the operation and expenses of various Town Departments for the current fiscal year; to determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by funds received as grants from the Commonwealth or federal government, by borrowing, or otherwise; and to determine which Town officer, board, or committee of combination of them, shall be authorized to expend the money or monies appropriated therefor.

| CURRENT YEAR TRANSFERS FY 2013 |                                 |           |
|--------------------------------|---------------------------------|-----------|
|                                | PURPOSE                         | AMOUNT    |
| 1                              | SNOW REMOVAL                    | \$150,000 |
| 2                              | WASTEWATER PROFESSIONAL EXPENSE | 35,000    |
| TOTAL CURRENT YEAR TRANSFERS   |                                 | \$185,000 |
| FUNDING SOURCES:               |                                 |           |
|                                | UNRESERVED FUND BALANCE         | \$150,000 |
|                                | WASTEWATER RETAINED EARNINGS    | 35,000    |
| TOTAL                          |                                 | \$185,000 |

**MOTION:**

Nancy Funkhouser moved and was duly seconded that the Town vote the following sums be appropriated to be expended by the following boards and committees in Fiscal Year 2013 for the following purposes:

| <u>Purpose</u>                   | <u>Amount</u>            | <u>Board or Committee</u>                  |
|----------------------------------|--------------------------|--|
| Snow Removal                     | \$165,000.               | Public Works                               |
| Wastewater Professional Services | 35,000.                  | Wastewater Management District Commission; |
| <b><u>TOTAL</u></b>              | <b><u>\$200,000.</u></b> |  |

and that said appropriations be provided by transferring \$165,000. from the General Fund – Unreserved Fund Balance and \$35,000. from Wastewater Retained Earnings, respectively.

**VOICE VOTE:**

MOTION PASSED

**ARTICLE 4: OPEB FUNDING**

*Proposed by: Board of Selectmen*

*Estimated cost: \$744,202*

To determine whether the Town will vote to appropriate a sum of money to be deposited in the Town's Other Post-Employment Benefits Trust Fund; and to determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose or otherwise.

**MOTION:**

David Gutschenritter moved and was duly seconded that the Town vote to appropriate \$744,202. to be deposited in the Town's Other Post-Employment Benefits Trust Fund; and that said appropriation shall be provided by (i) raising \$645,668; (ii) transferring \$12,285 from Water revenues; (iii) use of \$1,321 in the Transfer Station Revolving Fund; (iv) use of \$5,284 in the Recreation Revolving Fund; (v) use of \$24,266 in the Food Services Account; (vi) use of \$24,574 in the BASE Program Account; (vii) use of \$24,028 in the Children's Way Account; and (viii) use of \$6,776 in the Full-Day Kindergarten Fee Account.

**AMENDMENT NO. 1:**

Richard Waack moved and was duly seconded that the Town vote to strike out the current motion and substitute the words: "There be no additional transfer of funds to OPEB Trust until the fund holdings are in accord with the November 2008 plan as presented at the Special Town Meeting.

**MOTION TO TERMINATE DEBATE:**

Mark A. Santangelo moved that the Town vote to terminate debate.

**VOTED ON MOTION TO TERMINATE DEBATE:**

|           |     |               |
|-----------|-----|---------------|
| IN FAVOR: | 267 | MOTION PASSED |
| OPPOSED:  | 18  |               |

**VOTED ON AMENDMENT NO. 1:**

|           |     |                   |
|-----------|-----|-------------------|
| IN FAVOR: | 128 | MOTION NOT PASSED |
| OPPOSED:  | 153 |                   |

**AMENDMENT NO. 2:**

Margo Melnicove moved and was duly seconded that the Town vote to strike from the handout that was passed out the words "raising \$645,668 and that the town appropriate \$98,534 to be deposited in the Town's Other Post-Employment Benefits Trust Fund.

**MOTION TO TERMINATE DEBATE:**

Benjamin Downs moved that the Town vote to terminate debate.

**VOTED ON MOTION TO TERMINATE DEBATE:**

|           |     |               |
|-----------|-----|---------------|
| IN FAVOR: | 266 | MOTION PASSED |
| OPPOSED:  | 24  |               |

**VOTED ON AMENDMENT NO. 2:**

|           |     |               |
|-----------|-----|---------------|
| IN FAVOR: | 143 | MOTION PASSED |
| OPPOSED:  | 136 |               |

**MAIN MOTIONAS AMENDED:**

The Town voted to appropriate \$98,534. to be deposited in the Town's Other Post-Employment Benefits Trust Fund; and that said appropriation shall be provided by transferring \$12,285 from Water revenues; use of \$1,321 in the Transfer Station Revolving Fund; use of \$5,284 in the Recreation Revolving Fund; use of \$24,266 in the Food Services Account; use of \$24,574 in the BASE Program Account; use of \$24,028 in the Children's Way Account; and use of \$6,776 in the Full-Day Kindergarten Fee Account.

**VOTED ON MAIN MOTIONAS AMENDED:**

|           |     |               |
|-----------|-----|---------------|
| IN FAVOR: | 218 | MOTION PASSED |
| OPPOSED:  | 69  |               |

**ARTICLE 5:      FY 2014 OMNIBUS BUDGET**

*Sponsored by: Finance Committee*

To determine what sum of money the Town will appropriate for the operation and expenses of the Town, including capital expenditures for equipment, improvements, or other purposes, and determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing, or otherwise.

**MOTIONS UNDER ARTICLE 5:****MOTION NO. 1:**

"That the report of the Finance Committee respecting the Fiscal Year 2014 Budget be accepted; and that each and every numbered item set forth in the Finance Committee's Budget for Fiscal Year 2014 be voted, granted and appropriated as an expenditure for the several purposes and uses set forth in said budget establishing a total budget of \$72,354,918, which sum shall be expended only for the purposes shown under the respective boards, committees and offices of the Town; and, of the total sum so appropriated, \$63,014,622 shall be raised by taxation, \$360,000 shall be provided by transfer from Ambulance receipts, \$111,000 shall be provided by transfer from Premium on Bonds Account, \$1,247,111 shall be provided by transfer from other funds, \$845,000 shall be provided by transfer from Overlay Surplus, \$2,500,000 shall be provided by transfer from Unreserved Fund Balance, \$3,556,100 shall be provided from Water revenue, \$33,205 shall be provided from Septage Retained Earnings, and \$687,880 shall be provided from Wastewater revenues.

**MOTION NO. 2:**

For what it considers to be the proper management of the Town and its finances, the Finance Committee makes the following recommendations, and they are, therefore, incorporated under the motion to be made under Article 5 at the Annual Town Meeting, as follows:

"That the Town Administrator be charged with responsibility for (1) the operation, maintenance, and administration of the Wayland Town Building, the Public Safety Building, the DPW Garage, the Baldwin Pond Water Treatment Plant, the Wastewater Treatment Facility, and the Cochituate Town Building, their equipment, and their grounds, as well as (2) the supervision, except for matters relating to policy, of all employees in those buildings, other than elected officials, non-salaried appointed officials, and employees of the School Department;"

“That the Town continue for Fiscal Year 2014 the revolving fund established by vote of the 1994 Annual Town Meeting pursuant to Chapter 44, Section 53E1/2 of the Massachusetts General Laws for use by the Council on Aging for education, cultural and entertainment programs and purposes, to be funded by receipts from said programs; and that the amount to be expended not exceed the sum of \$50,000.”

**MOTION NO. 3:**

“That each and every numbered item set forth in the Finance Committee’s capital budget of Fiscal Year 2014 listed on pages 50-51 in the total amount of \$3,085,000 be appropriated for equipment and vehicle acquisitions and projects for the listed departments, except for Item No. 7, Middle School – Roof Replacement, which shall be the subject of a separate motion, each of which shall be a separate appropriation, and, of the total sum so appropriated, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$1,060,000, pursuant to the provisions of Massachusetts General Laws Chapter 44, Sections 7 and 8, \$470,000 shall be raised from taxation, \$180,000 shall be provided by transfer from Unreserved Fund Balance, \$395,000 shall be provided from water surplus, and \$700,000 shall be provided from Water revenues, and \$280,000 shall be provided from Ambulance receipts, provided that the debt services costs related to the improvements to the Transfer Station and Recycling Center Facility shall be funded by transfer to the General Fund from fees paid for the use of said facility.

**MOTION NO. 4:**

“That the Town:

- a.) appropriate the sum of \$2,915,000 Dollars to be expended under the direction of the Permanent Municipal Building Committee for the purpose of paying costs of repairs to the Wayland Middle School, 201 Main Street, Wayland, Massachusetts 01778, including the payment of all costs incidental or related thereto (the “Project”) which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program, and for which the Town may be eligible for a grant from the Massachusetts School Building Authority (“MSBA”);
- b.) to meet said appropriation, (i) authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow \$915,000 under Massachusetts General Laws Chapter 44, or any other enabling authority; (ii) use \$1,500,000 of the proceeds from the sale of bonds for said project authorized by vote of the 2012 Annual Town Meeting; and (iii) transfer \$500,000 from the General Fund Unreserved Fund Balance.
- c.) reduce the amount of borrowing authorized pursuant to this vote by any grant amount set forth in the Project Funding Agreement that may be executed between the Town and the MSBA, provided further that any grant that the Town may receive from the MSBA for said project shall not exceed the lesser of (1) thirty-six percent (36 %) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount as determined by the MSBA;
- d.) acknowledge that the MSBA’s grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town; and
- e.) authorize the School Committee to enter into all necessary and appropriate agreements for the repairs to the Wayland Middle School, including but not limited to a project funding agreement and a project scope and budget agreement with the MSBA, which agreements with the MSBA may include a provision requiring the Town to indemnify the MSBA for losses associated with the Town’s performance of its obligations and exercise of its rights under such agreements.

| FISCAL YEAR 2014 BUDGET |                      | EXPENDED<br>FY 2011 | EXPENDED<br>FY 2012 | APPROPRIATED<br>FY 2013 | REQUESTED<br>FY 2014 |
|-------------------------|----------------------|---------------------|---------------------|-------------------------|----------------------|
| <b>SELECTMEN</b>        |                      |                     |                     |                         |                      |
| <i>Total FTEs</i>       |                      | <i>0.00</i>         | <i>0.00</i>         | <i>0.00</i>             | <i>0.00</i>          |
| 1                       | PURCHASE OF SERVICES | \$24,943            | \$20,314            | \$27,000                | \$27,000             |
| 2                       | SUPPLIES             | \$8,192             | \$2,036             | \$6,000                 | \$6,000              |
| TOTAL SELECTMEN         |                      | \$33,135            | \$22,350            | \$33,000                | \$33,000             |
| <b>TOWN OFFICE</b>      |                      |                     |                     |                         |                      |
| <i>Total FTEs</i>       |                      | <i>4.00</i>         | <i>4.00</i>         | <i>4.00</i>             | <i>4.50</i>          |
| 3                       | SALARIES             | \$372,553           | \$372,450           | \$377,600               | \$406,424            |
| 4                       | PURCHASE OF SERVICES | \$8,652             | \$7,707             | \$13,000                | \$10,000             |
| 5                       | SUPPLIES             | \$61,258            | \$55,782            | \$60,000                | \$71,500             |
| TOTAL TOWN OFFICE       |                      | \$442,463           | \$435,939           | \$450,600               | \$487,924            |
| <b>PERSONNEL BOARD</b>  |                      |                     |                     |                         |                      |
| <i>Total FTEs</i>       |                      | <i>0.00</i>         | <i>0.00</i>         | <i>0.00</i>             | <i>0.00</i>          |
| 6                       | SALARIES             | \$0                 | \$0                 | \$6,750                 | \$6,750              |
| 7                       | PURCHASE OF SERVICES | \$9,990             | \$6,528             | \$10,000                | \$10,000             |
| TOTAL PERSONNEL BOARD   |                      | \$9,990             | \$6,528             | \$16,750                | \$16,750             |
| <b>FINANCE</b>          |                      |                     |                     |                         |                      |
| <i>Total FTEs</i>       |                      | <i>4.43</i>         | <i>4.43</i>         | <i>4.43</i>             | <i>4.43</i>          |
| 8                       | SALARIES             | \$281,287           | \$294,070           | \$300,091               | \$301,880            |
| 9                       | PURCHASE OF SERVICES | \$70,854            | \$42,705            | \$50,700                | \$48,700             |
| 10                      | SUPPLIES             | \$1,655             | \$2,050             | \$5,000                 | \$3,000              |
| TOTAL FINANCE           |                      | \$353,796           | \$338,825           | \$355,791               | \$353,580            |
| <b>ASSESSOR</b>         |                      |                     |                     |                         |                      |
| <i>Total FTEs</i>       |                      | <i>4.00</i>         | <i>4.00</i>         | <i>4.00</i>             | <i>4.00</i>          |
| 11                      | SALARIES             | \$218,816           | \$200,579           | \$236,106               | \$238,510            |
| 12                      | PURCHASE OF SERVICES | \$53,130            | \$98,406            | \$77,500                | \$77,450             |
| 13                      | SUPPLIES             | \$1,508             | \$2,625             | \$3,000                 | \$3,000              |
| TOTAL ASSESSOR          |                      | \$273,453           | \$301,610           | \$316,606               | \$318,960            |
| <b>TREASURER</b>        |                      |                     |                     |                         |                      |
| <i>Total FTEs</i>       |                      | <i>3.23</i>         | <i>3.26</i>         | <i>3.26</i>             | <i>3.26</i>          |
| 14                      | SALARIES             | \$190,933           | \$190,791           | \$194,015               | \$199,368            |
| 15                      | PURCHASE OF SERVICES | \$25,637            | \$25,534            | \$30,250                | \$30,250             |
| 16                      | SUPPLIES             | \$622               | \$221               | \$1,700                 | \$500                |
| TOTAL TREASURER         |                      | \$217,192           | \$216,546           | \$225,965               | \$230,118            |
| <b>TOWN COUNSEL</b>     |                      |                     |                     |                         |                      |
| <i>Total FTEs</i>       |                      | <i>0.00</i>         | <i>0.00</i>         | <i>0.00</i>             | <i>0.00</i>          |

| FISCAL YEAR 2014 BUDGET |                               | EXPENDED<br>FY 2011 | EXPENDED<br>FY 2012 | APPROPRIATED<br>FY 2013 | REQUESTED<br>FY 2014 |
|-------------------------|-------------------------------|---------------------|---------------------|-------------------------|----------------------|
| 17                      | PURCHASE OF SERVICES          | \$410,418           | \$120,936           | \$245,000               | \$170,000            |
| 18                      | SUPPLIES                      | \$5,329             | \$979               | \$5,000                 | \$5,000              |
|                         | TOTAL TOWN COUNSEL            | \$415,747           | \$121,915           | \$250,000               | \$175,000            |
|                         | <b>INFORMATION TECHNOLOGY</b> |                     |                     |                         |                      |
|                         | <i>Total FTEs</i>             | 1.00                | 1.00                | 1.00                    | 1.00                 |
| 19                      | SALARIES                      | \$82,443            | \$83,083            | \$83,572                | \$83,842             |
| 20                      | PURCHASE OF SERVICES          | \$109,312           | \$122,692           | \$155,000               | \$149,883            |
| 21                      | SUPPLIES                      | \$18,126            | \$20,501            | \$73,000                | \$62,001             |
|                         | TOTAL INFORMATION TECHNOLOGY  | \$209,881           | \$226,276           | \$311,572               | \$295,726            |
|                         | <b>TOWN CLERK</b>             |                     |                     |                         |                      |
|                         | <i>Total FTEs</i>             | 2.00                | 2.00                | 2.00                    | 2.00                 |
| 22                      | SALARIES                      | \$119,360           | \$120,301           | \$119,030               | \$120,023            |
| 23                      | PURCHASE OF SERVICES          | \$5,170             | \$6,841             | \$11,400                | \$10,215             |
| 24                      | SUPPLIES                      | \$1,046             | \$1,504             | \$1,400                 | \$1,400              |
|                         | TOTAL TOWN CLERK              | \$125,575           | \$128,646           | \$131,830               | \$131,638            |
|                         | <b>ELECTIONS</b>              |                     |                     |                         |                      |
|                         | <i>Total FTEs</i>             | 0.00                | 0.00                | 0.00                    | 0.00                 |
| 25                      | SALARIES                      | \$18,840            | \$14,863            | \$26,500                | \$13,564             |
| 26                      | PURCHASE OF SERVICES          | \$800               | \$73                | \$1,000                 | \$900                |
| 27                      | SUPPLIES                      | \$13,120            | \$13,028            | \$14,950                | \$5,400              |
|                         | TOTAL ELECTIONS               | \$32,761            | \$27,964            | \$42,450                | \$19,864             |
|                         | <b>REGISTRAR</b>              |                     |                     |                         |                      |
|                         | <i>Total FTEs</i>             | 0.00                | 0.00                | 0.00                    | 0.00                 |
| 28                      | SALARIES                      | \$275               | \$275               | \$275                   | \$275                |
| 29                      | PURCHASE OF SERVICES          | \$3,612             | \$2,143             | \$4,500                 | \$4,000              |
|                         | TOTAL REGISTRAR               | \$3,887             | \$2,418             | \$4,775                 | \$4,275              |
|                         | <b>CONSERVATION</b>           |                     |                     |                         |                      |
|                         | <i>Total FTEs</i>             | 1.71                | 1.71                | 1.83                    | 1.83                 |
| 30                      | SALARIES                      | \$114,470           | \$123,400           | \$134,402               | \$142,026            |
| 31                      | PURCHASE OF SERVICES          | \$12,148            | \$5,902             | \$12,500                | \$12,500             |
| 32                      | SUPPLIES                      | \$6,320             | \$10,041            | \$8,600                 | \$7,400              |
|                         | TOTAL CONSERVATION            | \$132,938           | \$139,343           | \$155,502               | \$161,926            |
|                         | <b>PLANNING</b>               |                     |                     |                         |                      |
|                         | <i>Total FTEs</i>             | 1.40                | 1.40                | 1.40                    | 1.40                 |
| 33                      | SALARIES                      | \$114,901           | \$112,081           | \$103,910               | \$105,990            |
| 34                      | PURCHASE OF SERVICES          | \$4,112             | \$0                 | \$3,000                 | \$3,000              |

|    | FISCAL YEAR 2014 BUDGET  | EXPENDED<br>FY 2011 | EXPENDED<br>FY 2012 | APPROPRIATED<br>FY 2013 | REQUESTED<br>FY 2014 |
|----|--|---------------------|---------------------|-------------------------|----------------------|
| 35 | SUPPLIES   | \$1,568             | \$3,280             | \$2,000                 | \$1,500              |
|    | TOTAL PLANNING   | \$120,582           | \$115,361           | \$108,910               | \$110,490            |
|    | <b>SURVEYOR</b>  |                     |                     |                         |                      |
|    | <i>Total FTEs</i>  | 2.00                | 2.00                | 2.00                    | 2.00                 |
| 36 | SALARIES   | \$153,954           | \$158,454           | \$157,625               | \$160,778            |
| 37 | PURCHASE OF SERVICES   | \$8,961             | \$10,647            | \$12,800                | \$12,800             |
| 38 | SUPPLIES   | \$5,828             | \$4,630             | \$4,150                 | \$4,150              |
|    | TOTAL SURVEYOR   | \$168,743           | \$173,731           | \$174,575               | \$177,728            |
|    | <b>PUBLIC BUILDINGS</b>  |                     |                     |                         |                      |
|    | <i>Total FTEs</i>  | 3.82                | 3.54                | 3.54                    | 3.54                 |
| 39 | SALARIES   | \$274,124           | \$276,936           | \$276,400               | \$272,106            |
| 40 | PURCHASE OF SERVICES   | \$205,486           | \$222,156           | \$207,800               | \$239,600            |
|    | Contract Services  | \$81,048            | \$65,014            | \$80,600                | \$81,600             |
|    | Repairs & Other Expenses   | \$124,438           | \$157,142           | \$127,200               | \$158,000            |
| 41 | UTILITIES  | \$496,381           | \$457,554           | \$577,000               | \$543,500            |
| 42 | SUPPLIES   | \$25,424            | \$18,097            | \$40,000                | \$38,500             |
|    | TOTAL FACILITIES   | \$1,001,414         | \$974,743           | \$1,101,200             | \$1,093,706          |
|    | <b>MISC COMMITTEES</b>   |                     |                     |                         |                      |
|    | <i>Historic Commission, Surface<br/>Water Quality Commission,<br/>Historic District Commission,<br/>Public Ceremonies Committee,<br/>375th Anniversary<br/>Commemoration Committee</i> |                     |                     |                         |                      |
|    | <i>Total FTEs</i>  | 0.00                | 0.00                | 0.00                    | 0.00                 |
| 43 | PURCHASE OF SERVICES   | \$10,084            | \$31,983            | \$76,575                | \$49,775             |
|    | TOTAL MISC COMMITTEES  | \$10,084            | \$31,983            | \$76,575                | \$49,775             |
|    | <b>POLICE</b>  |                     |                     |                         |                      |
|    | <i>Total FTEs</i>  | 24.33               | 24.33               | 24.33                   | 25.33                |
| 44 | SALARIES   | \$2,048,508         | \$2,047,435         | \$2,124,500             | \$2,181,252          |
| 45 | PURCHASE OF SERVICES   | \$130,016           | \$110,960           | \$131,550               | \$125,350            |
| 46 | SUPPLIES   | \$167,183           | \$191,156           | \$189,000               | \$199,000            |
|    | TOTAL POLICE   | \$2,345,707         | \$2,349,551         | \$2,445,050             | \$2,505,602          |
|    | <b>JOINT COMMUNICATIONS</b>  |                     |                     |                         |                      |
|    | <i>Total FTEs</i>  | 8.00                | 8.00                | 8.00                    | 8.00                 |
| 47 | SALARIES   | \$432,939           | \$452,550           | \$481,200               | \$473,001            |
| 48 | PURCHASE OF SERVICES   | \$12,469            | \$17,187            | \$15,100                | \$16,600             |

| FISCAL YEAR 2014 BUDGET        |                      | EXPENDED<br>FY 2011 | EXPENDED<br>FY 2012 | APPROPRIATED<br>FY 2013 | REQUESTED<br>FY 2014 |
|--------------------------------|----------------------|---------------------|---------------------|-------------------------|----------------------|
| 49                             | UTILITIES            | \$16,088            | \$18,605            | \$17,000                | \$20,000             |
| 50                             | SUPPLIES             | \$5,313             | \$3,563             | \$8,300                 | \$5,500              |
| TOTAL JOINT<br>COMMUNICATIONS  |                      | \$466,809           | \$491,905           | \$521,600               | \$515,101            |
| EMERGENCY MANAGEMENT           |                      |                     |                     |                         |                      |
| <i>Total FTEs</i>              |                      | <i>0.00</i>         | <i>0.00</i>         | <i>0.00</i>             | <i>0.00</i>          |
| 51                             | PURCHASE OF SERVICES | \$7,880             | \$15,477            | \$16,000                | \$16,000             |
| 52                             | SUPPLIES             | \$36,078            | \$4,511             | \$7,000                 | \$7,000              |
| TOTAL EMERGENCY<br>MANAGEMENT  |                      | \$43,958            | \$19,988            | \$23,000                | \$23,000             |
| DOG OFFICER                    |                      |                     |                     |                         |                      |
| <i>Total FTEs</i>              |                      | <i>0.00</i>         | <i>0.00</i>         | <i>0.00</i>             | <i>0.00</i>          |
| 53                             | PURCHASE OF SERVICES | \$21,778            | \$18,628            | \$21,500                | \$21,500             |
| 54                             | SUPPLIES             | \$0                 | \$0                 | \$2,000                 | \$1                  |
| TOTAL DOG OFFICER              |                      | \$21,778            | \$18,628            | \$23,500                | \$21,501             |
| FIRE & ALS                     |                      |                     |                     |                         |                      |
| <i>Total FTEs</i>              |                      | <i>28.21</i>        | <i>28.87</i>        | <i>28.87</i>            | <i>28.87</i>         |
| 55                             | SALARIES             | \$2,131,549         | \$2,170,056         | \$2,104,100             | \$2,271,520          |
| 56                             | PURCHASE OF SERVICES | \$62,524            | \$82,390            | \$91,700                | \$104,445            |
| 57                             | SUPPLIES             | \$100,440           | \$122,772           | \$112,000               | \$112,000            |
| TOTAL FIRE                     |                      | \$2,294,513         | \$2,375,218         | \$2,307,800             | \$2,487,965          |
| BUILDING & ZONING              |                      |                     |                     |                         |                      |
| <i>Total FTEs</i>              |                      | <i>4.89</i>         | <i>4.89</i>         | <i>4.63</i>             | <i>4.63</i>          |
| 58                             | SALARIES             | \$265,408           | \$276,608           | \$288,772               | \$281,054            |
| 59                             | PURCHASE OF SERVICES | \$12,521            | \$10,832            | \$14,000                | \$14,000             |
| 60                             | SUPPLIES             | \$8,181             | \$8,333             | \$7,300                 | \$501                |
| TOTAL BUILDING & ZONING        |                      | \$286,111           | \$295,773           | \$310,072               | \$295,555            |
| SCHOOLS                        |                      |                     |                     |                         |                      |
| <i>Total FTEs</i>              |                      | <i>360.99</i>       | <i>367.26</i>       | <i>374.42</i>           | <i>374.64</i>        |
| 61                             | TOTAL SCHOOLS        | \$30,427,419        | \$30,921,330        | \$32,526,704            | \$33,397,005         |
| REGIONAL VOCATIONAL<br>SCHOOLS |                      |                     |                     |                         |                      |
| <i>Total FTEs</i>              |                      | <i>0.00</i>         | <i>0.00</i>         | <i>0.00</i>             | <i>0.00</i>          |
| TOTAL REGIONAL VOC<br>SCHOOLS  |                      | \$382,801           | \$309,585           | \$260,000               | \$212,427            |
| DPW                            |                      |                     |                     |                         |                      |
| <i>Total FTEs</i>              |                      | <i>28.14</i>        | <i>27.57</i>        | <i>28.37</i>            | <i>28.37</i>         |



|    | FISCAL YEAR 2014 BUDGET        | EXPENDED<br>FY 2011 | EXPENDED<br>FY 2012 | APPROPRIATED<br>FY 2013 | REQUESTED<br>FY 2014 |
|----|--------------------------------|---------------------|---------------------|-------------------------|----------------------|
| 63 | SALARIES<br>HIGHWAY            | \$1,397,177         | \$1,328,481         | \$1,334,039             | \$1,333,692          |
| 64 | PURCHASE OF SERVICES           | \$443,334           | \$182,762           | \$256,700               | \$256,700            |
| 65 | SUPPLIES<br>PARKS & CEMETERIES | \$80,991            | \$62,087            | \$74,800                | \$74,800             |
| 66 | PURCHASE OF SERVICES           | \$104,730           | \$132,334           | \$100,500               | \$100,500            |
| 67 | SUPPLIES<br>LANDFILL           | \$70,171            | \$103,632           | \$87,500                | \$97,500             |
| 68 | PURCHASE OF SERVICES           | \$250,856           | \$81,599            | \$80,000                | \$65,000             |
| 69 | SUPPLIES                       | \$48,763            |                     |                         |                      |
|    | TOTAL DPW                      | \$2,396,022         | \$1,890,895         | \$1,933,539             | \$1,928,192          |
|    | <b>SNOW</b>                    |                     |                     |                         |                      |
|    | <i>Total FTEs</i>              | 0.00                | 0.00                | 0.00                    | 0.00                 |
| 70 | SALARIES - SNOW OVERTIME       | \$139,250           | \$66,812            | \$125,000               | \$125,000            |
| 71 | PURCHASE OF SERVICES           | \$137,380           | \$82,862            | \$110,000               | \$110,000            |
| 72 | SUPPLIES                       | \$261,714           | \$145,263           | \$215,000               | \$215,000            |
|    | TOTAL SNOW                     | \$538,343           | \$294,937           | \$450,000               | \$450,000            |
|    | <b>BOARD OF HEALTH</b>         |                     |                     |                         |                      |
|    | <i>Total FTEs</i>              | 9.18                | 9.15                | 9.15                    | 9.15                 |
| 73 | SALARIES                       | \$513,825           | \$554,893           | \$570,360               | \$589,213            |
| 74 | PURCHASE OF SERVICES           | \$116,732           | \$147,650           | \$157,910               | \$169,832            |
| 75 | SUPPLIES                       | \$11,003            | \$3,556             | \$13,540                | \$13,540             |
|    | TOTAL BOARD OF HEALTH          | \$641,560           | \$706,099           | \$741,810               | \$772,585            |
|    | <b>VETERANS SERVICES</b>       |                     |                     |                         |                      |
|    | <i>Total FTEs</i>              | 0.11                | 0.11                | 0.00                    | 0.00                 |
| 76 | SALARIES                       | \$3,899             | \$3,824             | \$4,000                 |                      |
| 77 | PURCHASE OF SERVICES           | \$7,226             | \$0                 | \$20,000                | \$24,000             |
| 78 | SUPPLIES                       | \$3,337             | \$2,868             | \$6,000                 | \$6,000              |
|    | TOTAL VETERANS<br>SERVICES     | \$14,463            | \$6,692             | \$30,000                | \$30,000             |
|    | <b>COUNCIL ON AGING</b>        |                     |                     |                         |                      |
|    | <i>Total FTEs</i>              | 2.83                | 2.86                | 2.83                    | 2.83                 |
| 79 | SALARIES                       | \$163,517           | \$171,269           | \$162,330               | \$165,940            |
| 80 | PURCHASE OF SERVICES           | \$38,012            | \$37,539            | \$45,700                | \$45,700             |
| 81 | SUPPLIES                       | \$6,428             | \$3,204             | \$9,800                 | \$9,800              |
|    | TOTAL COUNCIL ON AGING         | \$207,957           | \$212,012           | \$217,830               | \$221,440            |
|    | <b>YOUTH SERVICES</b>          |                     |                     |                         |                      |
|    | <i>Total FTEs</i>              | 2.11                | 2.11                | 2.11                    | 2.11                 |

|    | FISCAL YEAR 2014 BUDGET  | EXPENDED<br>FY 2011 | EXPENDED<br>FY 2012 | APPROPRIATED<br>FY 2013 | REQUESTED<br>FY 2014 |
|----|--------------------------|---------------------|---------------------|-------------------------|----------------------|
| 82 | SALARIES                 | \$143,837           | \$151,012           | \$153,350               | \$156,285            |
| 83 | PURCHASE OF SERVICES     | \$2,181             | \$1,022             | \$2,850                 | \$2,850              |
| 84 | SUPPLIES                 | \$883               | \$1,969             | \$975                   | \$975                |
|    | TOTAL YOUTH SERVICES     | \$146,901           | \$154,003           | \$157,175               | \$160,110            |
|    | <b>WAYLAND CARES</b>     |                     |                     |                         |                      |
|    | <i>Total FTEs</i>        |                     |                     |                         | 0.97                 |
| 85 | SALARIES                 | -                   | -                   | -                       | \$55,269             |
| 86 | PURCHASE OF SERVICES     | -                   | -                   | -                       | \$42,153             |
| 87 | SUPPLIES                 | -                   | -                   | -                       | \$5,249              |
|    | TOTAL YOUTH SERVICES     | -                   | -                   | -                       | \$102,671            |
|    | <b>LIBRARY</b>           |                     |                     |                         |                      |
|    | <i>Total FTEs</i>        | 14.71               | 14.71               | 14.74                   | 14.74                |
| 88 | SALARIES                 | \$738,153           | \$740,193           | \$748,950               | \$772,518            |
| 89 | PURCHASE OF SERVICES     | \$40,420            | \$34,678            | \$47,300                | \$47,300             |
| 90 | SUPPLIES                 | \$167,509           | \$177,968           | \$178,500               | \$180,560            |
|    | TOTAL LIBRARY            | \$946,082           | \$952,839           | \$974,750               | \$1,000,378          |
|    | <b>RECREATION</b>        |                     |                     |                         |                      |
|    | <i>Total FTEs</i>        | 2.43                | 2.33                | 2.33                    | 1.83                 |
| 91 | SALARIES                 | -                   | \$334,293           | \$322,000               | \$314,456            |
| 92 | SUPPLIES                 | -                   | \$25,000            | \$25,000                | \$0                  |
|    | TOTAL RECREATION         | -                   | \$359,293           | \$347,000               | \$314,456            |
|    | <b>DEBT AND INTEREST</b> |                     |                     |                         |                      |
|    | <i>Total FTEs</i>        | 0.00                | 0.00                | 0.00                    | 0.00                 |
| 93 | TOTAL DEBT AND INTEREST  | \$5,011,331         | \$7,730,470         | \$7,665,964             | \$7,348,946          |
|    | <b>RETIREMENT</b>        |                     |                     |                         |                      |
|    | <i>Total FTEs</i>        | 0.00                | 0.00                | 0.00                    | 0.00                 |
|    | PURCHASE OF SERVICES     | \$3,140,204         | \$3,420,633         | \$3,171,056             | \$3,507,480          |
| 94 | TOTAL RETIREMENT         | \$3,140,204         | \$3,420,633         | \$3,171,056             | \$3,507,480          |
|    | <b>OPEB</b>              |                     |                     |                         |                      |
|    | <i>Total FTEs</i>        | 0.00                | 0.00                | 0.00                    | 0.00                 |
| 95 | ANNUAL CONTRIBUTION      | \$3,150,000         | \$2,800,000         | \$0                     | \$0                  |
|    | TOTAL OPEB               | \$3,150,000         | \$2,800,000         | \$0                     | \$0                  |
|    | <b>UNCLASSIFIED</b>      |                     |                     |                         |                      |
|    | <i>Total FTEs</i>        | 0.00                | 0.00                | 0.00                    | 0.00                 |

|     | FISCAL YEAR 2014 BUDGET   | EXPENDED<br>FY 2011 | EXPENDED<br>FY 2012 | APPROPRIATED<br>FY 2013 | REQUESTED<br>FY 2014 |
|-----|---|---------------------|---------------------|-------------------------|----------------------|
|     | HEALTH & LIFE INSURANCE   |                     |                     |                         |                      |
|     | Employee Health Ins (439)   | \$4,194,150         | \$3,879,467         | \$4,527,828             | \$4,328,589          |
|     | Retiree Health Ins (429)  | \$1,466,544         | \$1,494,207         | \$1,735,052             | \$1,632,909          |
|     | Employee HRA Accounts (439)   | \$0                 | \$395,910           | \$421,600               | \$322,000            |
|     | Health Inc Incentive Waiver (44)  | \$117,374           | \$108,127           | \$111,000               | \$125,000            |
|     | Employee & Retiree Life Ins (667)   | \$16,335            | \$14,450            | \$16,000                | \$16,000             |
|     | Other Expenses<br>( <i>Parenthetical enrollment<br/>represent FY 14 estimates</i> )               | \$69,112            | \$69,390            | \$72,185                | \$53,361             |
| 96  | TOTAL HEALTH/LIFE INS   | \$5,863,515         | \$5,961,551         | \$6,883,665             | \$6,477,859          |
|     | OTHER INSURANCE   |                     |                     |                         |                      |
| 97  | PROPERTY, CASUALTY &<br>LIABILITY INSURANCE   | \$670,299           | \$611,296           | \$600,000               | \$615,000            |
| 98  | MEDICARE TAX - 1.45%  | \$488,739           | \$522,797           | \$560,000               | \$560,000            |
| 99  | UNEMPLOYMENT<br>COMPENSATION  | \$159,239           | \$103,175           | \$125,000               | \$125,000            |
| 100 | NON CONTRIBUTORY<br>RETIREMENT  | \$17,091            | \$17,450            | \$19,000                | \$19,000             |
| 101 | POLICE/FIRE DISABILITY  | \$9,119             | \$4,022             | \$15,000                | \$15,000             |
| 102 | OCCUPATIONAL HEALTH   | \$2,953             | \$5,018             | \$8,000                 | \$8,000              |
|     | TOTAL OTHER INSURANCE   | \$1,347,439         | \$1,263,758         | \$1,327,000             | \$1,342,000          |
| 103 | SICK LEAVE BUYBACK<br>RESERVE FOR SALARY  | --                  | --                  | --                      | \$53,000             |
| 104 | SETTLEMENT<br>( <i>Reflects amounts transferred<br/>and expended in other<br/>departments</i> )   | \$0<br>- \$344,340  | \$0<br>-\$832,913   | \$115,000               | \$705,000            |
| 105 | TOWN MEETING  | \$46,959            | \$107,654           | \$90,000                | \$90,000             |
| 106 | STREET LIGHTING   | \$127,968           | \$116,514           | \$140,000               | \$130,000            |
| 107 | RESERVE FUND<br>( <i>Reflects amounts transferred<br/>and expended in other<br/>departments</i> ) | \$0<br>\$0          | \$0<br>-\$53,000    | \$250,000               | \$325,000            |
|     | TOTAL UNCLASSIFIED  | \$7,385,880         | \$7,449,477         | \$8,805,665             | \$9,017,859          |
|     | TOTAL GENERAL FUND  | \$63,399,479        | \$66,023,506        | \$66,599,963            | \$68,077,733         |
|     | <b>WATER FUND</b>   |                     |                     |                         |                      |
|     | Total FTEs  | 9.00                | 9.80                | 9.00                    | 9.00                 |
|     | SALARIES  | \$916,255           | \$943,638           | \$1,025,675             | \$1,108,993          |
|     | PURCHASE OF SERVICES  | \$449,571           | \$424,658           | \$445,000               | \$450,117            |
|     | UTILITIES   | \$268,052           | \$266,561           | \$335,000               | \$335,000            |

|     | FISCAL YEAR 2014 BUDGET                        | EXPENDED<br>FY 2011 | EXPENDED<br>FY 2012 | APPROPRIATED<br>FY 2013 | REQUESTED<br>FY 2014 |
|-----|--|---------------------|---------------------|-------------------------|----------------------|
|     | SUPPLIES                                       | \$470,817           | \$519,694           | \$470,000               | \$470,000            |
|     | DEBT SERVICE                                   | \$1,162,343         | \$1,214,511         | \$1,224,659             | \$1,191,990          |
| 108 | TOTAL WATER DEPARTMENT                         | \$3,267,036         | \$3,369,062         | \$3,500,334             | \$3,556,100          |
|     | <b>SEPTAGE FUND</b>                            |                     |                     |                         |                      |
|     | <i>Total FTEs</i>                              | <i>0.00</i>         | <i>0.00</i>         | <i>0.00</i>             | <i>0.00</i>          |
|     | SALARIES - RETIREE                             |                     |                     |                         |                      |
|     | CHARGES  | \$30,233            | \$30,233            | \$32,807                | \$33,205             |
|     | PURCHASE OF SERVICES                           | \$26,805            | \$0                 | \$0                     |                      |
| 109 | TOTAL SEPTAGE<br>DEPARTMENT                    | \$57,038            | \$30,233            | \$32,807                | \$33,205             |
|     | <b>WASTEWATER MGMT<br/>DISTRICT COMMISSION</b> |                     |                     |                         |                      |
|     | <i>Total FTEs</i>                              | <i>0.00</i>         | <i>0.00</i>         | <i>0.00</i>             | <i>0.00</i>          |
|     | PURCHASE OF SERVICES                           | \$127,798           | \$73,844            | \$168,000               | \$222,625            |
|     | SUPPLIES                                       | \$0                 | \$0                 | \$15,000                | \$10,000             |
|     | DEBT SERVICE                                   | \$96,855            | \$486,919           | \$452,160               | \$455,255            |
| 110 | TOTAL WASTEWATER MGMT<br>COMMISSION            | \$224,652           | \$560,763           | \$635,160               | \$687,880            |
|     | <i>Grand Total FTEs</i>                        | <i>522.52</i>       | <i>529.33</i>       | <i>536.24</i>           | <i>538.43</i>        |
|     | <b>GRAND TOTAL OMNIBUS BUDGET</b>              | <b>\$66,948,207</b> | <b>\$69,983,564</b> | <b>\$70,768,264</b>     | <b>\$72,354,918</b>  |

## CAPITAL BUDGET - FY2014

## RECOMMENDED

INFORMATION TECHNOLOGY

|   |                   |   |           |
|---|-------------------|---|-----------|
| 1 | EQUIPMENT/NETWORK | C | \$100,000 |
|---|-------------------|---|-----------|

CONSERVATION

|   |                                     |   |          |
|---|-------------------------------------|---|----------|
| 2 | SNAKE BROOK (RICE ROAD) DAM REPAIRS | C | \$25,000 |
|---|-------------------------------------|---|----------|

FACILITIES

|   |                           |   |           |
|---|---------------------------|---|-----------|
| 3 | TOWN BUILDING PARKING LOT | B | \$160,000 |
|---|---------------------------|---|-----------|

FIRE

|   |           |    |           |
|---|-----------|----|-----------|
| 4 | AMBULANCE | AR | \$280,000 |
|---|-----------|----|-----------|

SCHOOLS

|                    |  |        |                  |                 |
|--------------------|--|--------|------------------|-----------------|
|                    | CLAYPIT HILL - FURNITURE RELACEMENT      | B      | \$30,000         |                 |
|                    | HAPPY HOLLOW - FURNITURE REPLACEMENT     | B      | <u>\$30,000</u>  |                 |
| 5                  | TOTAL FURNITURE REPLACEMENT              |        |                  | \$60,000        |
|                    | CLAYPIT HILL - TILE REPLACEMENT          | B      | \$95,000         |                 |
|                    | HAPPY HOLLOW - BATHROOM RENOVATION       | B      | \$25,000         |                 |
|                    | HAPPY HOLLOW - NURSE'S OFFICE            | B      | <u>\$85,000</u>  |                 |
| 6                  | TOTAL ELEMENTARY SCHOOLS RENOVATIONS     |        |                  | \$205,000       |
| 7                  | MIDDLE SCHOOL - ROOF REPLACEMENT         | B      | \$915,000        |                 |
|                    |  | HS     | <u>\$500,000</u> | \$1,415,000     |
| 8                  | IT - NETWORKING UPGRADES                 | C      |                  | \$260,000       |
| <u>DPW</u>         |  |        |                  |                 |
|                    | TRUCK - FORD F550                        | B      | \$80,000         |                 |
|                    | BACKHOE REPLACEMENT                      | B      | <u>\$150,000</u> |                 |
| 9                  | TOTAL EQUIPMENT                          |        |                  | \$230,000       |
| 10                 | ROAD CONSTRUCTION                        | B      |                  | \$200,000       |
| 11                 | INTERSECTION DESIGN RTS 27/30            | FC     |                  | \$180,000       |
|                    | TRANSFER STATION - BUILDING RENOVATION   | B - TR | \$85,000         |                 |
|                    | TRANSFER STATION - COMPACTOR FOUNDATIONS | B - TR | \$80,000         |                 |
|                    | TRANSFER STATION - REPLACEMENT COMPACTOR | B - TR | <u>\$40,000</u>  |                 |
| 12                 | TOTAL TRANSFER STATION                   |        |                  | \$205,000       |
| <u>RECREATION</u>  |  |        |                  |                 |
| 13                 | FIELD RENOVATIONS                        | C      |                  | \$85,000        |
| <u>DPW - WATER</u> |  |        |                  |                 |
| 14                 | PUMP STATION UPGRADES                    | WR     |                  | \$300,000       |
| 15                 | WATER MAIN REPLACEMENT PROJECTS          | WC     |                  | \$700,000       |
| 16                 | VEHICLE REPLACEMENT - FORD 350           | WR     |                  | \$70,000        |
| 17                 | HAPPY HOLLOW WELLS - ACCESS ROAD         | WR     |                  | <u>\$25,000</u> |
|                    | GRAND TOTAL                              |        |                  | \$4,500,000     |
| SUMMARY            |  |        |                  |                 |
|                    | BORROW (NON-EXEMPT)                      | B      |                  | \$1,770,000     |
|                    | BORROW (NON-EXEMPT) - TRANSFER REV FUND  | B-TR   |                  | \$205,000       |
|                    | CASH CAPITAL                             | C      |                  | \$470,000       |
|                    | FREE CASH                                | FC     |                  | \$180,000       |
|                    | WATER REVENUE/ENTERPRISE FUND            | WR     |                  | \$395,000       |
|                    | WATER CASH CAPITAL                       | WC     |                  | \$700,000       |
|                    | HS PROJECT PROCEEDS                      | HS     |                  | \$500,000       |

|                       |    |                  |
|-----------------------|----|------------------|
| AMBULANCE RECEIPTS    | AR | <u>\$280,000</u> |
| TOTAL FUNDING SOURCES |    | \$4,500,000      |

**MOTION FOR MOTION NO. 1 AND MOTION NO. 2 UNDER ARTICLE 5:**

William Steinberg moved and was duly seconded that the Town vote Motion No. 1: "That the report of the Finance Committee respecting the Fiscal Year 2014 Budget be accepted; and that each and every numbered item set forth in the Finance Committee's Budget for Fiscal Year 2014 be voted, granted and appropriated as an expenditure for the several purposes and uses set forth in said budget establishing a total budget of \$72,354,918, which sum shall be expended only for the purposes shown under the respective boards, committees and offices of the Town; and, of the total sum so appropriated, \$63,113,156 shall be raised by taxation, \$360,000 shall be provided by transfer from Ambulance receipts, \$111,000 shall be provided by transfer from Premium on Bonds Account, \$1,148,577 shall be provided by transfer from other funds, \$845,000 shall be provided by transfer from Overlay Surplus, \$2,500,000 shall be provided by transfer from Unreserved Fund Balance, \$3,556,100 shall be provided from Water revenue, \$33,205 shall be provided from Septage Retained Earnings, and \$687,880 shall be provided from Wastewater revenues; and

Motion No. 2: For what it considers to be the proper management of the Town and its finances, the Finance Committee makes the following recommendations, and they are, therefore, incorporated under the motion to be made under Article 5 at the Annual Town Meeting, as follows:

"That the Town Administrator be charged with responsibility for (1) the operation, maintenance, and administration of the Wayland Town Building, the Public Safety Building, the DPW Garage, the Baldwin Pond Water Treatment Plant, the Wastewater Treatment Facility, and the Cochituate Town Building, their equipment, and their grounds, as well as (2) the supervision, except for matters relating to policy, of all employees in those buildings, other than elected officials, non-salaried appointed officials, and employees of the School Department;"

"That the Director of Youth and Family Services and Staff be under the jurisdiction of the Youth Advisory Committee which shall report to the Town on the activities of the Director of Youth and Family Services and Staff at the Annual Town Meeting;"

"That property tax abatements granted to eligible senior citizens under Section 80 and 81 of Chapter 127 of the Acts of 1999 be funded by transfer from the overlay account;"

"That the Town continue for Fiscal Year 2014 the Transfer Station revolving fund by vote of the 2011 Annual Town Meeting pursuant to Chapter 44, Section 53E1/2 of the Massachusetts General Laws by the Board of Public Works for transfer station programs and activities, to be funded by user fees and recycling receipts collected; and that the amount to be expended not to exceed the sum of \$500,000;" and

"That the Town continue for Fiscal Year 2014 the revolving fund established by vote of the 2006 Annual Town Meeting pursuant to Chapter 44, Section 53E1/2 of the Massachusetts General Laws by the Recreation Commission for recreation programs and activities, to be funded by user fees collected; and that the amount to be expended not to exceed the sum of \$450,000;" and

"That the Town continue for Fiscal Year 2014 the revolving fund established by vote of the 1994 Annual Town Meeting pursuant to Chapter 44, Section 53E1/2 of the Massachusetts General Laws for use by the Council on Aging for education, cultural and entertainment programs and purposes, to be funded by receipts from said programs; and that the amount to be expended not exceed the sum of \$50,000."

**AMENDMENT NO. 1 TO MOTION NO. 1:**

Margo Melnicove moved and was duly seconded that the Town vote to delete from the FY14 budget line items 85, 86 and 87 totaling \$102,671 for Wayland Cares.

**MOTION TO TERMINATE DEBATE:**

Ellen R. Tohn moved that the Town vote to terminate debate.

|  |           |     |               |
|--|-----------|-----|---------------|
| <b><u>VOTED ON MOTION TO TERMINATE DEBATE:</u></b> | IN FAVOR: | 251 | MOTION PASSED |
|  | OPPOSED:  | 21  |               |

|   |           |     |               |
|---|-----------|-----|---------------|
| <b><u>VOTED ON AMENDMENT NO. 1 TO MOTION NO. 1:</u></b> | IN FAVOR: | 150 | MOTION PASSED |
|   | OPPOSED:  | 122 |               |

**AMENDMENT NO. 2 TO MOTION NO. 1:**

John C. Dyer moved and was duly seconded that the Town vote that the Board of Selectmen bring an article to the next town meeting on the organization and responsibilities of Wayland Cares.

**POINT OF CLARIFICATION:**

Michael P. Lowery questioned if this motion was within the scope of the article.

The Moderator declared that it was within the scope and allowed the motion.

|   |           |     |               |
|---|-----------|-----|---------------|
| <b><u>VOTED ON AMENDMENT NO. 2 TO MOTION NO. 1:</u></b> | IN FAVOR: | 169 | MOTION PASSED |
|   | OPPOSED:  | 64  |               |

**MOTION NO. 1 AS AMENDED AND MOTION NO. 2 UNDER ARTICLE 5:**

Voted that Motion No. 1: That the report of the Finance Committee respecting the Fiscal Year 2014 Budget be accepted; and that each and every numbered item set forth in the Finance Committee's Budget for Fiscal Year 2014 be voted, granted and appropriated as an expenditure for the several purposes and uses set forth in said budget establishing a total budget of \$72,252,247, which sum shall be expended only for the purposes shown under the respective boards, committees and offices of the Town; and, of the total sum so appropriated, \$63,010,485 shall be raised by taxation, \$360,000 shall be provided by transfer from Ambulance receipts, \$111,000 shall be provided by transfer from Premium on Bonds Account, \$1,148,577 shall be provided by transfer from other funds, \$845,000 shall be provided by transfer from Overlay Surplus, \$2,500,000 shall be provided by transfer from Unreserved Fund Balance, \$3,556,100 shall be provided from Water revenue, \$33,205 shall be provided from Septage Retained Earnings, and \$687,880 shall be provided from Wastewater revenues, and;

Motion No. 2 For what it considers to be the proper management of the Town and its finances, the Finance Committee makes the following recommendations, and they are, therefore, incorporated under the motion to be made under Article 5 at the Annual Town Meeting, as follows:

"That the Town Administrator be charged with responsibility for (1) the operation, maintenance, and administration of the Wayland Town Building, the Public Safety Building, the DPW Garage, the Baldwin Pond Water Treatment Plant, the Wastewater Treatment Facility, and the Cochituate Town Building, their equipment, and their grounds, as well as (2) the supervision, except for matters relating to policy, of all employees in those buildings, other than elected officials, non-salaried appointed officials, and employees of the School Department;"

"That the Director of Youth and Family Services and Staff be under the jurisdiction of the Youth Advisory Committee which shall report to the Town on the activities of the Director of Youth and Family Services and Staff at the Annual Town Meeting;"

"That property tax abatements granted to eligible senior citizens under Section 80 and 81 of Chapter 127 of the Acts of 1999 be funded by transfer from the overlay account;"

"That the Town continue for Fiscal Year 2014 the Transfer Station revolving fund by vote of the 2011 Annual Town Meeting pursuant to Chapter 44, Section 53E1/2 of the Massachusetts General Laws by the Board of Public Works for transfer station programs and activities, to be funded by user fees and recycling receipts collected; and that the amount to be expended not to exceed the sum of \$500,000;" and

“That the Town continue for Fiscal Year 2014 the revolving fund established by vote of the 2006 Annual Town Meeting pursuant to Chapter 44, Section 53E1/2 of the Massachusetts General Laws by the Recreation Commission for recreation programs and activities, to be funded by user fees collected; and that the amount to be expended not to exceed the sum of \$450,000;” and

“That the Town continue for Fiscal Year 2014 the revolving fund established by vote of the 1994 Annual Town Meeting pursuant to Chapter 44, Section 53E1/2 of the Massachusetts General Laws for use by the Council on Aging for education, cultural and entertainment programs and purposes, to be funded by receipts from said programs; and that the amount to be expended not exceed the sum of \$50,000.”



Town Moderator Dennis Berry



| FISCAL YEAR 2014 BUDGET |                      | EXPENDED<br>FY 2011 | EXPENDED<br>FY 2012 | APPROPRIATED<br>FY 2013 | REQUESTED<br>FY 2014 |
|-------------------------|----------------------|---------------------|---------------------|-------------------------|----------------------|
| <b>SELECTMEN</b>        |                      |                     |                     |                         |                      |
| <i>Total FTEs</i>       |                      | <i>0.00</i>         | <i>0.00</i>         | <i>0.00</i>             | <i>0.00</i>          |
| 1                       | PURCHASE OF SERVICES | \$24,943            | \$20,314            | \$27,000                | \$27,000             |
| 2                       | SUPPLIES             | \$8,192             | \$2,036             | \$6,000                 | \$6,000              |
| TOTAL SELECTMEN         |                      | \$33,135            | \$22,350            | \$33,000                | \$33,000             |
| <b>TOWN OFFICE</b>      |                      |                     |                     |                         |                      |
| <i>Total FTEs</i>       |                      | <i>4.00</i>         | <i>4.00</i>         | <i>4.00</i>             | <i>4.50</i>          |
| 3                       | SALARIES             | \$372,553           | \$372,450           | \$377,600               | \$406,424            |
| 4                       | PURCHASE OF SERVICES | \$8,652             | \$7,707             | \$13,000                | \$10,000             |
| 5                       | SUPPLIES             | \$61,258            | \$55,782            | \$60,000                | \$71,500             |
| TOTAL TOWN OFFICE       |                      | \$442,463           | \$435,939           | \$450,600               | \$487,924            |
| <b>PERSONNEL BOARD</b>  |                      |                     |                     |                         |                      |
| <i>Total FTEs</i>       |                      | <i>0.00</i>         | <i>0.00</i>         | <i>0.00</i>             | <i>0.00</i>          |
| 6                       | SALARIES             | \$0                 | \$0                 | \$6,750                 | \$6,750              |
| 7                       | PURCHASE OF SERVICES | \$9,990             | \$6,528             | \$10,000                | \$10,000             |
| TOTAL PERSONNEL BOARD   |                      | \$9,990             | \$6,528             | \$16,750                | \$16,750             |
| <b>FINANCE</b>          |                      |                     |                     |                         |                      |
| <i>Total FTEs</i>       |                      | <i>4.43</i>         | <i>4.43</i>         | <i>4.43</i>             | <i>4.43</i>          |
| 8                       | SALARIES             | \$281,287           | \$294,070           | \$300,091               | \$301,880            |
| 9                       | PURCHASE OF SERVICES | \$70,854            | \$42,705            | \$50,700                | \$48,700             |
| 10                      | SUPPLIES             | \$1,655             | \$2,050             | \$5,000                 | \$3,000              |
| TOTAL FINANCE           |                      | \$353,796           | \$338,825           | \$355,791               | \$353,580            |
| <b>ASSESSOR</b>         |                      |                     |                     |                         |                      |
| <i>Total FTEs</i>       |                      | <i>4.00</i>         | <i>4.00</i>         | <i>4.00</i>             | <i>4.00</i>          |
| 11                      | SALARIES             | \$218,816           | \$200,579           | \$236,106               | \$238,510            |
| 12                      | PURCHASE OF SERVICES | \$53,130            | \$98,406            | \$77,500                | \$77,450             |
| 13                      | SUPPLIES             | \$1,508             | \$2,625             | \$3,000                 | \$3,000              |
| TOTAL ASSESSOR          |                      | \$273,453           | \$301,610           | \$316,606               | \$318,960            |
| <b>TREASURER</b>        |                      |                     |                     |                         |                      |
| <i>Total FTEs</i>       |                      | <i>3.23</i>         | <i>3.26</i>         | <i>3.26</i>             | <i>3.26</i>          |
| 14                      | SALARIES             | \$190,933           | \$190,791           | \$194,015               | \$199,368            |
| 15                      | PURCHASE OF SERVICES | \$25,637            | \$25,534            | \$30,250                | \$30,250             |
| 16                      | SUPPLIES             | \$622               | \$221               | \$1,700                 | \$500                |
| TOTAL TREASURER         |                      | \$217,192           | \$216,546           | \$225,965               | \$230,118            |
| <b>TOWN COUNSEL</b>     |                      |                     |                     |                         |                      |
| <i>Total FTEs</i>       |                      | <i>0.00</i>         | <i>0.00</i>         | <i>0.00</i>             | <i>0.00</i>          |

| FISCAL YEAR 2014 BUDGET |                               | EXPENDED<br>FY 2011 | EXPENDED<br>FY 2012 | APPROPRIATED<br>FY 2013 | REQUESTED<br>FY 2014 |
|-------------------------|-------------------------------|---------------------|---------------------|-------------------------|----------------------|
| 17                      | PURCHASE OF SERVICES          | \$410,418           | \$120,936           | \$245,000               | \$170,000            |
| 18                      | SUPPLIES                      | \$5,329             | \$979               | \$5,000                 | \$5,000              |
|                         | TOTAL TOWN COUNSEL            | \$415,747           | \$121,915           | \$250,000               | \$175,000            |
|                         | <b>INFORMATION TECHNOLOGY</b> |                     |                     |                         |                      |
|                         | <i>Total FTEs</i>             | 1.00                | 1.00                | 1.00                    | 1.00                 |
| 19                      | SALARIES                      | \$82,443            | \$83,083            | \$83,572                | \$83,842             |
| 20                      | PURCHASE OF SERVICES          | \$109,312           | \$122,692           | \$155,000               | \$149,883            |
| 21                      | SUPPLIES                      | \$18,126            | \$20,501            | \$73,000                | \$62,001             |
|                         | TOTAL INFORMATION TECHNOLOGY  | \$209,881           | \$226,276           | \$311,572               | \$295,726            |
|                         | <b>TOWN CLERK</b>             |                     |                     |                         |                      |
|                         | <i>Total FTEs</i>             | 2.00                | 2.00                | 2.00                    | 2.00                 |
| 22                      | SALARIES                      | \$119,360           | \$120,301           | \$119,030               | \$120,023            |
| 23                      | PURCHASE OF SERVICES          | \$5,170             | \$6,841             | \$11,400                | \$10,215             |
| 24                      | SUPPLIES                      | \$1,046             | \$1,504             | \$1,400                 | \$1,400              |
|                         | TOTAL TOWN CLERK              | \$125,575           | \$128,646           | \$131,830               | \$131,638            |
|                         | <b>ELECTIONS</b>              |                     |                     |                         |                      |
|                         | <i>Total FTEs</i>             | 0.00                | 0.00                | 0.00                    | 0.00                 |
| 25                      | SALARIES                      | \$18,840            | \$14,863            | \$26,500                | \$13,564             |
| 26                      | PURCHASE OF SERVICES          | \$800               | \$73                | \$1,000                 | \$900                |
| 27                      | SUPPLIES                      | \$13,120            | \$13,028            | \$14,950                | \$5,400              |
|                         | TOTAL ELECTIONS               | \$32,761            | \$27,964            | \$42,450                | \$19,864             |
|                         | <b>REGISTRAR</b>              |                     |                     |                         |                      |
|                         | <i>Total FTEs</i>             | 0.00                | 0.00                | 0.00                    | 0.00                 |
| 28                      | SALARIES                      | \$275               | \$275               | \$275                   | \$275                |
| 29                      | PURCHASE OF SERVICES          | \$3,612             | \$2,143             | \$4,500                 | \$4,000              |
|                         | TOTAL REGISTRAR               | \$3,887             | \$2,418             | \$4,775                 | \$4,275              |
|                         | <b>CONSERVATION</b>           |                     |                     |                         |                      |
|                         | <i>Total FTEs</i>             | 1.71                | 1.71                | 1.83                    | 1.83                 |
| 30                      | SALARIES                      | \$114,470           | \$123,400           | \$134,402               | \$142,026            |
| 31                      | PURCHASE OF SERVICES          | \$12,148            | \$5,902             | \$12,500                | \$12,500             |
| 32                      | SUPPLIES                      | \$6,320             | \$10,041            | \$8,600                 | \$7,400              |
|                         | TOTAL CONSERVATION            | \$132,938           | \$139,343           | \$155,502               | \$161,926            |
|                         | <b>PLANNING</b>               |                     |                     |                         |                      |
|                         | <i>Total FTEs</i>             | 1.40                | 1.40                | 1.40                    | 1.40                 |
| 33                      | SALARIES                      | \$114,901           | \$112,081           | \$103,910               | \$105,990            |
| 34                      | PURCHASE OF SERVICES          | \$4,112             | \$0                 | \$3,000                 | \$3,000              |

| FISCAL YEAR 2014 BUDGET |  | EXPENDED<br>FY 2011 | EXPENDED<br>FY 2012 | APPROPRIATED<br>FY 2013 | REQUESTED<br>FY 2014 |
|-------------------------|--|---------------------|---------------------|-------------------------|----------------------|
| 35                      | SUPPLIES   | \$1,568             | \$3,280             | \$2,000                 | \$1,500              |
|                         | TOTAL PLANNING   | \$120,582           | \$115,361           | \$108,910               | \$110,490            |
|                         | <b>SURVEYOR</b>  |                     |                     |                         |                      |
|                         | <i>Total FTEs</i>  | 2.00                | 2.00                | 2.00                    | 2.00                 |
| 36                      | SALARIES   | \$153,954           | \$158,454           | \$157,625               | \$160,778            |
| 37                      | PURCHASE OF SERVICES   | \$8,961             | \$10,647            | \$12,800                | \$12,800             |
| 38                      | SUPPLIES   | \$5,828             | \$4,630             | \$4,150                 | \$4,150              |
|                         | TOTAL SURVEYOR   | \$168,743           | \$173,731           | \$174,575               | \$177,728            |
|                         | <b>PUBLIC BUILDINGS</b>  |                     |                     |                         |                      |
|                         | <i>Total FTEs</i>  | 3.82                | 3.54                | 3.54                    | 3.54                 |
| 39                      | SALARIES   | \$274,124           | \$276,936           | \$276,400               | \$272,106            |
| 40                      | PURCHASE OF SERVICES   | \$205,486           | \$222,156           | \$207,800               | \$239,600            |
|                         | Contract Services  | \$81,048            | \$65,014            | \$80,600                | \$81,600             |
|                         | Repairs & Other Expenses   | \$124,438           | \$157,142           | \$127,200               | \$158,000            |
| 41                      | UTILITIES  | \$496,381           | \$457,554           | \$577,000               | \$543,500            |
| 42                      | SUPPLIES   | \$25,424            | \$18,097            | \$40,000                | \$38,500             |
|                         | TOTAL FACILITIES   | \$1,001,414         | \$974,743           | \$1,101,200             | \$1,093,706          |
|                         | <b>MISC COMMITTEES</b>   |                     |                     |                         |                      |
|                         | <i>Historic Commission, Surface<br/>Water Quality Commission,<br/>Historic District Commission,<br/>Public Ceremonies Committee,<br/>375th Anniversary<br/>Commemoration Committee</i> |                     |                     |                         |                      |
|                         | <i>Total FTEs</i>  | 0.00                | 0.00                | 0.00                    | 0.00                 |
| 43                      | PURCHASE OF SERVICES   | \$10,084            | \$31,983            | \$76,575                | \$49,775             |
|                         | TOTAL MISC COMMITTEES  | \$10,084            | \$31,983            | \$76,575                | \$49,775             |
|                         | <b>POLICE</b>  |                     |                     |                         |                      |
|                         | <i>Total FTEs</i>  | 24.33               | 24.33               | 24.33                   | 25.33                |
| 44                      | SALARIES   | \$2,048,508         | \$2,047,435         | \$2,124,500             | \$2,181,252          |
| 45                      | PURCHASE OF SERVICES   | \$130,016           | \$110,960           | \$131,550               | \$125,350            |
| 46                      | SUPPLIES   | \$167,183           | \$191,156           | \$189,000               | \$199,000            |
|                         | TOTAL POLICE   | \$2,345,707         | \$2,349,551         | \$2,445,050             | \$2,505,602          |
|                         | <b>JOINT COMMUNICATIONS</b>  |                     |                     |                         |                      |
|                         | <i>Total FTEs</i>  | 8.00                | 8.00                | 8.00                    | 8.00                 |
| 47                      | SALARIES   | \$432,939           | \$452,550           | \$481,200               | \$473,001            |
| 48                      | PURCHASE OF SERVICES   | \$12,469            | \$17,187            | \$15,100                | \$16,600             |

| FISCAL YEAR 2014 BUDGET |  | EXPENDED<br>FY 2011 | EXPENDED<br>FY 2012 | APPROPRIATED<br>FY 2013 | REQUESTED<br>FY 2014 |
|-------------------------|--|---------------------|---------------------|-------------------------|----------------------|
| 49                      | UTILITIES                              | \$16,088            | \$18,605            | \$17,000                | \$20,000             |
| 50                      | SUPPLIES                               | \$5,313             | \$3,563             | \$8,300                 | \$5,500              |
|                         | TOTAL JOINT<br>COMMUNICATIONS          | \$466,809           | \$491,905           | \$521,600               | \$515,101            |
|                         | <b>EMERGENCY MANAGEMENT</b>            |                     |                     |                         |                      |
|                         | <i>Total FTEs</i>                      | 0.00                | 0.00                | 0.00                    | 0.00                 |
| 51                      | PURCHASE OF SERVICES                   | \$7,880             | \$15,477            | \$16,000                | \$16,000             |
| 52                      | SUPPLIES                               | \$36,078            | \$4,511             | \$7,000                 | \$7,000              |
|                         | TOTAL EMERGENCY<br>MANAGEMENT          | \$43,958            | \$19,988            | \$23,000                | \$23,000             |
|                         | <b>DOG OFFICER</b>                     |                     |                     |                         |                      |
|                         | <i>Total FTEs</i>                      | 0.00                | 0.00                | 0.00                    | 0.00                 |
| 53                      | PURCHASE OF SERVICES                   | \$21,778            | \$18,628            | \$21,500                | \$21,500             |
| 54                      | SUPPLIES                               | \$0                 | \$0                 | \$2,000                 | \$1                  |
|                         | TOTAL DOG OFFICER                      | \$21,778            | \$18,628            | \$23,500                | \$21,501             |
|                         | <b>FIRE &amp; ALS</b>                  |                     |                     |                         |                      |
|                         | <i>Total FTEs</i>                      | 28.21               | 28.87               | 28.87                   | 28.87                |
| 55                      | SALARIES                               | \$2,131,549         | \$2,170,056         | \$2,104,100             | \$2,271,520          |
| 56                      | PURCHASE OF SERVICES                   | \$62,524            | \$82,390            | \$91,700                | \$104,445            |
| 57                      | SUPPLIES                               | \$100,440           | \$122,772           | \$112,000               | \$112,000            |
|                         | TOTAL FIRE                             | \$2,294,513         | \$2,375,218         | \$2,307,800             | \$2,487,965          |
|                         | <b>BUILDING &amp; ZONING</b>           |                     |                     |                         |                      |
|                         | <i>Total FTEs</i>                      | 4.89                | 4.89                | 4.63                    | 4.63                 |
| 58                      | SALARIES                               | \$265,408           | \$276,608           | \$288,772               | \$281,054            |
| 59                      | PURCHASE OF SERVICES                   | \$12,521            | \$10,832            | \$14,000                | \$14,000             |
| 60                      | SUPPLIES                               | \$8,181             | \$8,333             | \$7,300                 | \$501                |
|                         | TOTAL BUILDING & ZONING                | \$286,111           | \$295,773           | \$310,072               | \$295,555            |
|                         | <b>SCHOOLS</b>                         |                     |                     |                         |                      |
|                         | <i>Total FTEs</i>                      | 360.99              | 367.26              | 374.42                  | 374.64               |
| 61                      | TOTAL SCHOOLS                          | \$30,427,419        | \$30,921,330        | \$32,526,704            | \$33,397,005         |
|                         | <b>REGIONAL VOCATIONAL<br/>SCHOOLS</b> |                     |                     |                         |                      |
|                         | <i>Total FTEs</i>                      | 0.00                | 0.00                | 0.00                    | 0.00                 |
| 62                      | TOTAL REGIONAL VOC<br>SCHOOLS          | \$382,801           | \$309,585           | \$260,000               | \$212,427            |
|                         | <b>DPW</b>                             |                     |                     |                         |                      |
|                         | <i>Total FTEs</i>                      | 28.14               | 27.57               | 28.37                   | 28.37                |

|    | FISCAL YEAR 2014 BUDGET        | EXPENDED<br>FY 2011 | EXPENDED<br>FY 2012 | APPROPRIATED<br>FY 2013 | REQUESTED<br>FY 2014 |
|----|--------------------------------|---------------------|---------------------|-------------------------|----------------------|
| 63 | SALARIES<br>HIGHWAY            | \$1,397,177         | \$1,328,481         | \$1,334,039             | \$1,333,692          |
| 64 | PURCHASE OF SERVICES           | \$443,334           | \$182,762           | \$256,700               | \$256,700            |
| 65 | SUPPLIES<br>PARKS & CEMETERIES | \$80,991            | \$62,087            | \$74,800                | \$74,800             |
| 66 | PURCHASE OF SERVICES           | \$104,730           | \$132,334           | \$100,500               | \$100,500            |
| 67 | SUPPLIES<br>LANDFILL           | \$70,171            | \$103,632           | \$87,500                | \$97,500             |
| 68 | PURCHASE OF SERVICES           | \$250,856           | \$81,599            | \$80,000                | \$65,000             |
| 69 | SUPPLIES                       | \$48,763            |                     |                         |                      |
|    | TOTAL DPW                      | \$2,396,022         | \$1,890,895         | \$1,933,539             | \$1,928,192          |
|    | <b>SNOW</b>                    |                     |                     |                         |                      |
|    | <i>Total FTEs</i>              | <i>0.00</i>         | <i>0.00</i>         | <i>0.00</i>             | <i>0.00</i>          |
| 70 | SALARIES - SNOW OVERTIME       | \$139,250           | \$66,812            | \$125,000               | \$125,000            |
| 71 | PURCHASE OF SERVICES           | \$137,380           | \$82,862            | \$110,000               | \$110,000            |
| 72 | SUPPLIES                       | \$261,714           | \$145,263           | \$215,000               | \$215,000            |
|    | TOTAL SNOW                     | \$538,343           | \$294,937           | \$450,000               | \$450,000            |
|    | <b>BOARD OF HEALTH</b>         |                     |                     |                         |                      |
|    | <i>Total FTEs</i>              | <i>9.18</i>         | <i>9.15</i>         | <i>9.15</i>             | <i>9.15</i>          |
| 73 | SALARIES                       | \$513,825           | \$554,893           | \$570,360               | \$589,213            |
| 74 | PURCHASE OF SERVICES           | \$116,732           | \$147,650           | \$157,910               | \$169,832            |
| 75 | SUPPLIES                       | \$11,003            | \$3,556             | \$13,540                | \$13,540             |
|    | TOTAL BOARD OF HEALTH          | \$641,560           | \$706,099           | \$741,810               | \$772,585            |
|    | <b>VETERANS SERVICES</b>       |                     |                     |                         |                      |
|    | <i>Total FTEs</i>              | <i>0.11</i>         | <i>0.11</i>         | <i>0.00</i>             | <i>0.00</i>          |
| 76 | SALARIES                       | \$3,899             | \$3,824             | \$4,000                 |                      |
| 77 | PURCHASE OF SERVICES           | \$7,226             | \$0                 | \$20,000                | \$24,000             |
| 78 | SUPPLIES                       | \$3,337             | \$2,868             | \$6,000                 | \$6,000              |
|    | TOTAL VETERANS<br>SERVICES     | \$14,463            | \$6,692             | \$30,000                | \$30,000             |
|    | <b>COUNCIL ON AGING</b>        |                     |                     |                         |                      |
|    | <i>Total FTEs</i>              | <i>2.83</i>         | <i>2.86</i>         | <i>2.83</i>             | <i>2.83</i>          |
| 79 | SALARIES                       | \$163,517           | \$171,269           | \$162,330               | \$165,940            |
| 80 | PURCHASE OF SERVICES           | \$38,012            | \$37,539            | \$45,700                | \$45,700             |
| 81 | SUPPLIES                       | \$6,428             | \$3,204             | \$9,800                 | \$9,800              |
|    | TOTAL COUNCIL ON AGING         | \$207,957           | \$212,012           | \$217,830               | \$221,440            |
|    | <b>YOUTH SERVICES</b>          |                     |                     |                         |                      |
|    | <i>Total FTEs</i>              | <i>2.11</i>         | <i>2.11</i>         | <i>2.11</i>             | <i>2.11</i>          |

|    | FISCAL YEAR 2014 BUDGET         | EXPENDED<br>FY 2011 | EXPENDED<br>FY 2012 | APPROPRIATED<br>FY 2013 | REQUESTED<br>FY 2014 |
|----|---------------------------------|---------------------|---------------------|-------------------------|----------------------|
| 82 | SALARIES                        | \$143,837           | \$151,012           | \$153,350               | \$156,285            |
| 83 | PURCHASE OF SERVICES            | \$2,181             | \$1,022             | \$2,850                 | \$2,850              |
| 84 | SUPPLIES                        | \$883               | \$1,969             | \$975                   | \$975                |
|    | TOTAL YOUTH SERVICES            | \$146,901           | \$154,003           | \$157,175               | \$160,110            |
|    | <b>WAYLAND CARES</b>            |                     |                     |                         |                      |
|    | <i>Total FTEs</i>               |                     |                     |                         | 0.97                 |
| 85 | <del>SALARIES</del>             | -                   | -                   | -                       | \$55,269             |
| 86 | <del>PURCHASE OF SERVICES</del> | -                   | -                   | -                       | \$42,153             |
| 87 | <del>SUPPLIES</del>             | -                   | -                   | -                       | \$5,249              |
|    | <del>TOTAL YOUTH SERVICES</del> | -                   | -                   | -                       | \$102,671            |
|    | <b>LIBRARY</b>                  |                     |                     |                         |                      |
|    | <i>Total FTEs</i>               | 14.71               | 14.71               | 14.74                   | 14.74                |
| 88 | SALARIES                        | \$738,153           | \$740,193           | \$748,950               | \$772,518            |
| 89 | PURCHASE OF SERVICES            | \$40,420            | \$34,678            | \$47,300                | \$47,300             |
| 90 | SUPPLIES                        | \$167,509           | \$177,968           | \$178,500               | \$180,560            |
|    | TOTAL LIBRARY                   | \$946,082           | \$952,839           | \$974,750               | \$1,000,378          |
|    | <b>RECREATION</b>               |                     |                     |                         |                      |
|    | <i>Total FTEs</i>               | 2.43                | 2.33                | 2.33                    | 1.83                 |
| 91 | SALARIES                        | -                   | \$334,293           | \$322,000               | \$314,456            |
| 92 | SUPPLIES                        | -                   | \$25,000            | \$25,000                | \$0                  |
|    | TOTAL RECREATION                | -                   | \$359,293           | \$347,000               | \$314,456            |
|    | <b>DEBT AND INTEREST</b>        |                     |                     |                         |                      |
|    | <i>Total FTEs</i>               | 0.00                | 0.00                | 0.00                    | 0.00                 |
| 93 | TOTAL DEBT AND INTEREST         | \$5,011,331         | \$7,730,470         | \$7,665,964             | \$7,348,946          |
|    | <b>RETIREMENT</b>               |                     |                     |                         |                      |
|    | <i>Total FTEs</i>               | 0.00                | 0.00                | 0.00                    | 0.00                 |
|    | PURCHASE OF SERVICES            | \$3,140,204         | \$3,420,633         | \$3,171,056             | \$3,507,480          |
| 94 | TOTAL RETIREMENT                | \$3,140,204         | \$3,420,633         | \$3,171,056             | \$3,507,480          |
|    | <b>OPEB</b>                     |                     |                     |                         |                      |
|    | <i>Total FTEs</i>               | 0.00                | 0.00                | 0.00                    | 0.00                 |
| 95 | ANNUAL CONTRIBUTION             | \$3,150,000         | \$2,800,000         | \$0                     | \$0                  |
|    | TOTAL OPEB                      | \$3,150,000         | \$2,800,000         | \$0                     | \$0                  |
|    | <b>UNCLASSIFIED</b>             |                     |                     |                         |                      |
|    | <i>Total FTEs</i>               | 0.00                | 0.00                | 0.00                    | 0.00                 |

|     | FISCAL YEAR 2014 BUDGET   | EXPENDED<br>FY 2011 | EXPENDED<br>FY 2012 | APPROPRIATED<br>FY 2013 | REQUESTED<br>FY 2014 |
|-----|---|---------------------|---------------------|-------------------------|----------------------|
|     | HEALTH & LIFE INSURANCE   |                     |                     |                         |                      |
|     | Employee Health Ins (439)   | \$4,194,150         | \$3,879,467         | \$4,527,828             | \$4,328,589          |
|     | Retiree Health Ins (429)  | \$1,466,544         | \$1,494,207         | \$1,735,052             | \$1,632,909          |
|     | Employee HRA Accounts (439)   | \$0                 | \$395,910           | \$421,600               | \$322,000            |
|     | Health Inc Incentive Waiver (44)  | \$117,374           | \$108,127           | \$111,000               | \$125,000            |
|     | Employee & Retiree Life Ins (667)   | \$16,335            | \$14,450            | \$16,000                | \$16,000             |
|     | Other Expenses<br>( <i>Parentetical enrollment<br/>represent FY 14 estimates</i> )                                    | \$69,112            | \$69,390            | \$72,185                | \$53,361             |
| 96  | TOTAL HEALTH/LIFE INS   | \$5,863,515         | \$5,961,551         | \$6,883,665             | \$6,477,859          |
|     | OTHER INSURANCE   |                     |                     |                         |                      |
| 97  | PROPERTY, CASUALTY &<br>LIABILITY INSURANCE   | \$670,299           | \$611,296           | \$600,000               | \$615,000            |
| 98  | MEDICARE TAX - 1.45%  | \$488,739           | \$522,797           | \$560,000               | \$560,000            |
| 99  | UNEMPLOYMENT<br>COMPENSATION  | \$159,239           | \$103,175           | \$125,000               | \$125,000            |
| 100 | NON CONTRIBUTORY<br>RETIREMENT  | \$17,091            | \$17,450            | \$19,000                | \$19,000             |
| 101 | POLICE/FIRE DISABILITY  | \$9,119             | \$4,022             | \$15,000                | \$15,000             |
| 102 | OCCUPATIONAL HEALTH   | \$2,953             | \$5,018             | \$8,000                 | \$8,000              |
|     | TOTAL OTHER INSURANCE   | \$1,347,439         | \$1,263,758         | \$1,327,000             | \$1,342,000          |
| 103 | SICK LEAVE BUYBACK  | --                  | --                  | --                      | \$53,000             |
| 104 | RESERVE FOR SALARY<br>SETTLEMENT<br>( <i>Reflects amounts transferred<br/>and expended in other<br/>departments</i> ) | \$0<br>- \$344,340  | \$0<br>-\$832,913   | \$115,000               | \$705,000            |
| 105 | TOWN MEETING  | \$46,959            | \$107,654           | \$90,000                | \$90,000             |
| 106 | STREET LIGHTING   | \$127,968           | \$116,514           | \$140,000               | \$130,000            |
| 107 | RESERVE FUND<br>( <i>Reflects amounts transferred<br/>and expended in other<br/>departments</i> )                     | \$0<br>\$0          | \$0<br>-\$53,000    | \$250,000               | \$325,000            |
|     | TOTAL UNCLASSIFIED  | \$7,385,880         | \$7,449,477         | \$8,805,665             | \$9,017,859          |
|     | TOTAL GENERAL FUND  | \$63,399,479        | \$66,023,506        | \$66,599,963            | \$68,077,733         |
|     | <b>WATER FUND</b>   |                     |                     |                         |                      |
|     | <i>Total FTEs</i>   | 9.00                | 9.80                | 9.00                    | 9.00                 |
|     | SALARIES  | \$916,255           | \$943,638           | \$1,025,675             | \$1,108,993          |
|     | PURCHASE OF SERVICES  | \$449,571           | \$424,658           | \$445,000               | \$450,117            |
|     | UTILITIES   | \$268,052           | \$266,561           | \$335,000               | \$335,000            |

|     | FISCAL YEAR 2014 BUDGET                        | EXPENDED<br>FY 2011 | EXPENDED<br>FY 2012 | APPROPRIATED<br>FY 2013 | REQUESTED<br>FY 2014 |
|-----|--|---------------------|---------------------|-------------------------|----------------------|
|     | SUPPLIES                                       | \$470,817           | \$519,694           | \$470,000               | \$470,000            |
|     | DEBT SERVICE                                   | \$1,162,343         | \$1,214,511         | \$1,224,659             | \$1,191,990          |
| 108 | TOTAL WATER DEPARTMENT                         | \$3,267,036         | \$3,369,062         | \$3,500,334             | \$3,556,100          |
|     | <b>SEPTAGE FUND</b>                            |                     |                     |                         |                      |
|     | <i>Total FTEs</i>                              | <i>0.00</i>         | <i>0.00</i>         | <i>0.00</i>             | <i>0.00</i>          |
|     | SALARIES - RETIREE                             |                     |                     |                         |                      |
|     | CHARGES  | \$30,233            | \$30,233            | \$32,807                | \$33,205             |
|     | PURCHASE OF SERVICES                           | \$26,805            | \$0                 | \$0                     |                      |
| 109 | TOTAL SEPTAGE<br>DEPARTMENT                    | \$57,038            | \$30,233            | \$32,807                | \$33,205             |
|     | <b>WASTEWATER MGMT<br/>DISTRICT COMMISSION</b> |                     |                     |                         |                      |
|     | <i>Total FTEs</i>                              | <i>0.00</i>         | <i>0.00</i>         | <i>0.00</i>             | <i>0.00</i>          |
|     | PURCHASE OF SERVICES                           | \$127,798           | \$73,844            | \$168,000               | \$222,625            |
|     | SUPPLIES                                       | \$0                 | \$0                 | \$15,000                | \$10,000             |
|     | DEBT SERVICE                                   | \$96,855            | \$486,919           | \$452,160               | \$455,255            |
| 110 | TOTAL WASTEWATER MGMT<br>COMMISSION            | \$224,652           | \$560,763           | \$635,160               | \$687,880            |
|     | <i>Grand Total FTEs</i>                        | <i>522.52</i>       | <i>529.33</i>       | <i>536.24</i>           | <i>538.43</i>        |
|     | <b>GRAND TOTAL OMNIBUS BUDGET</b>              | <b>\$66,948,207</b> | <b>\$69,983,564</b> | <b>\$70,768,264</b>     | <b>\$72,252,247</b>  |

**VOTED ON MOTION NO. 1 AS AMENDED AND MOTION NO. 2 UNDER ARTICLE 5:**

IN FAVOR: 190 MOTION NO. 1 AND MOTION NO. 2 PASSED  
 OPPOSED: 30

*The meeting adjourned at 10:21 P.M. until Sunday, April 7, 2013 at 7:30 P.M.*

**Attendance: 315**



**VOTES ENACTED:  
SUNDAY, APRIL 7, 2013 AT THE WAYLAND HIGH SCHOOL FIELD HOUSE**

**DENNIS J. BERRY, MODERATOR:**

Pursuant to the Warrant dated March 20, 2013, signed by Douglas J. Leard, Joseph F. Nolan and Edward J. Collins, Selectmen, served and return of service given by Louis V. Gaglini, Constable of the Town, the inhabitants of the Town of Wayland qualified to vote at Town Meeting met this day at Wayland High School Field House, and at 1:00 P.M. the Moderator called the Meeting to order, declared that a quorum was present, and the Meeting proceeded to transact the following business:

|   |
|---|
| <b>ARTICLE 5:        FY 2014 OMNIBUS BUDGET</b> |
|---|

*Sponsored by: Finance Committee*

To determine what sum of money the Town will appropriate for the operation and expenses of the Town, including capital expenditures for equipment, improvements, or other purposes, and determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing, or otherwise

**ARTICLE 5: FY2014 OMNIBUS BUDGET (CONTINUED):**

**MOTION NO. 2 UNDER ARTICLE 5:**

**AMENDMENT TO MOTION NO. 2:**

Anette Lewis moved and was duly seconded that on page 40 of the Warrant that the Town vote to delete the words "Wastewater Treatment Facility" which appear on the third line of the second paragraph of the second motion under article 5.

Due to a legal issue, the Moderator asked if Town Counsel could give his point of view and answer a question.

**POINT OF ORDER:**

Anette Lewis stated that Town Counsel was not permitted to speak at Town Meeting unless there was a vote of Town Meeting to allow him to speak.

The Moderator called for a vote to allow a non-resident, Mark Lanza, Town Counsel, to be heard on the issue.

|   |                  |               |
|---|------------------|---------------|
| <b><u>VOTED TO ALLOW A NON-RESIDENT TO SPEAK:</u></b> | IN FAVOR:     90 | MOTION PASSED |
|   | OPPOSED:     69  |               |

**MOTION NO. 2 UNDER ARTICLE 5 AS AMENDED:**

Voted that for what it considers to be the proper management of the Town and its finances, the Finance Committee makes the following recommendations, and they are, therefore, incorporated under the motion to be made under Article 5 at the Annual Town Meeting, as follows:

"That the Town Administrator be charged with responsibility for (1) the operation, maintenance, and administration of the Wayland Town Building, the Public Safety Building, the DPW Garage, the Baldwin Pond Water Treatment Plant, and the Cochituate Town Building, their equipment, and their grounds, as well as (2) the supervision, except for matters relating to policy, of all employees in those buildings, other than elected officials, non-salaried appointed officials, and employees of the School Department;"

"That the Town continue for Fiscal Year 2014 the revolving fund established by vote of the 1994 Annual Town Meeting pursuant to Chapter 44, Section 53E1/2 of the Massachusetts General Laws for use by the Council on Aging for education, cultural and entertainment programs and purposes, to be funded by receipts from said programs; and that the amount to be expended not exceed the sum of \$50,000."

**VOTED ON MOTION NO. 2 UNDER ARTICLE 5 AS AMENDED:**

|           |     |               |
|-----------|-----|---------------|
| IN FAVOR: | 100 | MOTION PASSED |
| OPPOSED:  | 65  |               |

**MOTION NO. 3 UNDER ARTICLE 5 AS AMENDED:**

Thomas D. Greenaway moved that the Town vote "That each and every numbered item set forth in the Finance Committee's capital budget of Fiscal Year 2014 listed on pages 50-51 in the total amount of \$3,085,000 be appropriated for equipment and vehicle acquisitions and projects for the listed departments, except for Item No. 7, Middle School – Roof Replacement, which shall be the subject of a separate motion, each of which shall be a separate appropriation, and, of the total sum so appropriated, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$1,060,000, pursuant to the provisions of Massachusetts General Laws Chapter 44, Sections 7 and 8, \$470,000 shall be raised from taxation, \$180,000 shall be provided by transfer from Unreserved Fund Balance, \$395,000 shall be provided from water surplus, and \$700,000 shall be provided from Water revenues, and \$280,000 shall be provided from Ambulance receipts, provided that the debt services costs related to the improvements to the Transfer Station and Recycling Center Facility shall be funded by transfer to the General Fund from fees paid for the use of said facility.

| CAPITAL BUDGET - FY2014       |  |    | RECOMMENDED      |
|-------------------------------|--|----|------------------|
| <u>INFORMATION TECHNOLOGY</u> |  |    |                  |
| 1                             | EQUIPMENT/NETWORK                          | C  | \$100,000        |
| <u>CONSERVATION</u>           |  |    |                  |
| 2                             | SNAKE BROOK (RICE ROAD) DAM REPAIRS        | C  | \$25,000         |
| <u>FACILITIES</u>             |  |    |                  |
| 3                             | TOWN BUILDING PARKING LOT                  | B  | \$160,000        |
| <u>FIRE</u>                   |  |    |                  |
| 4                             | AMBULANCE                                  | AR | \$280,000        |
| <u>SCHOOLS</u>                |  |    |                  |
|                               | CLAYPIT HILL - FURNITURE RELACEMENT        | B  | \$30,000         |
|                               | HAPPY HOLLOW - FURNITURE REPLACEMENT       | B  | <u>\$30,000</u>  |
| 5                             | TOTAL FURNITURE REPLACEMENT                |    | \$60,000         |
|                               | CLAYPIT HILL - TILE REPLACEMENT            | B  | \$95,000         |
|                               | HAPPY HOLLOW - BATHROOM RENOVATION         | B  | \$25,000         |
|                               | HAPPY HOLLOW - NURSE'S OFFICE              | B  | <u>\$85,000</u>  |
| 6                             | TOTAL ELEMENTARY SCHOOLS RENOVATIONS       |    | \$205,000        |
| 7                             | MIDDLE SCHOOL - ROOF REPLACEMENT (DELETED) | B  | <u>\$915,000</u> |
|                               |  | HS | <u>\$500,000</u> |
|                               |  |    | \$1,415,000      |

|    |  |               |                  |                      |
|----|--|---------------|------------------|----------------------|
| 8  | IT - NETWORKING UPGRADES                 | C             |                  | \$260,000            |
|    | <u>DPW</u>                               |               |                  |                      |
|    | TRUCK - FORD F550                        | B             | \$80,000         |                      |
|    | BACKHOE REPLACEMENT                      | B             | <u>\$150,000</u> |                      |
| 9  | TOTAL EQUIPMENT                          |               |                  | \$230,000            |
| 10 | ROAD CONSTRUCTION                        | B             |                  | \$200,000            |
| 11 | INTERSECTION DESIGN RTS 27/30            | FC            |                  | \$180,000            |
|    | TRANSFER STATION - BUILDING RENOVATION   | B - TR        | \$85,000         |                      |
|    | TRANSFER STATION - COMPACTOR FOUNDATIONS | B - TR        | \$80,000         |                      |
|    | TRANSFER STATION - REPLACEMENT COMPACTOR | B - TR        | <u>\$40,000</u>  |                      |
| 12 | TOTAL TRANSFER STATION                   |               |                  | \$205,000            |
|    | <u>RECREATION</u>                        |               |                  |                      |
| 13 | FIELD RENOVATIONS                        | C             |                  | \$85,000             |
|    | <u>DPW - WATER</u>                       |               |                  |                      |
| 14 | PUMP STATION UPGRADES                    | WR            |                  | \$300,000            |
| 15 | WATER MAIN REPLACEMENT PROJECTS          | WC            |                  | \$700,000            |
| 16 | VEHICLE REPLACEMENT - FORD 350           | WR            |                  | \$70,000             |
| 17 | HAPPY HOLLOW WELLS - ACCESS ROAD         | WR            |                  | <u>\$25,000</u>      |
|    | GRAND TOTAL                              |               |                  | \$3,085,000          |
|    | SUMMARY                                  |               |                  |                      |
|    | BORROW (NON-EXEMPT) (DELETED 915,000)    | B             |                  | \$855,000            |
|    | BORROW (NON-EXEMPT) - TRANSFER REV FUND  | B-TR          |                  | \$205,000            |
|    | CASH CAPITAL                             | C             |                  | \$470,000            |
|    | FREE CASH                                | FC            |                  | \$180,000            |
|    | WATER REVENUE/ENTERPRISE FUND            | WR            |                  | \$395,000            |
|    | WATER CASH CAPITAL                       | WC            |                  | \$700,000            |
|    | HS PROJECT PROCEEDS                      | <del>HS</del> |                  | <del>\$500,000</del> |
|    | AMBULANCE RECEIPTS                       | AR            |                  | <u>\$280,000</u>     |
|    | TOTAL FUNDING SOURCES                    |               |                  | \$3,085,000          |

**VOTED ON MOTION NO. 3 UNDER ARTICLE 5 AS AMENDED:**

IN FAVOR:  
OPPOSED:

174  
27

MOTION PASSED

**MOTION NO. 4 UNDER ARTICLE 5:**

Thomas D. Greenaway moved that the Town vote "That the Town:

- a.) appropriate the sum of \$2,915,000 Dollars to be expended under the direction of the Permanent Municipal Building Committee for the purpose of paying costs of repairs to the Wayland Middle School, 201 Main Street, Wayland, Massachusetts 01778, including the payment of all costs incidental or related thereto (the "Project") which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program, and for which the Town may be eligible for a grant from the Massachusetts School Building Authority ("MSBA");
- b.) to meet said appropriation, (i) authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow \$915,000 under Massachusetts General Laws Chapter 44, or any other enabling authority; (ii) use \$1,500,000 of the proceeds from the sale of bonds for said project authorized by vote of the 2012 Annual Town Meeting; and (iii) transfer \$500,000 from the General Fund Unreserved Fund Balance.
- c.) reduce the amount of borrowing authorized pursuant to this vote by any grant amount set forth in the Project Funding Agreement that may be executed between the Town and the MSBA, provided further that any grant that the Town may receive from the MSBA for said project shall not exceed the lesser of (1) 36.89% of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount of \$1,027,655 as determined by the MSBA;
- d.) acknowledge that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town; and
- e.) authorize the School Committee to enter into all necessary and appropriate agreements for the repairs to the Wayland Middle School, including but not limited to a project funding agreement and a project scope and budget agreement with the MSBA, which agreements with the MSBA may include a provision requiring the Town to indemnify the MSBA for losses associated with the Town's performance of its obligations and exercise of its rights under such agreements.

**AMENDMENT TO MOTION NO. 4:**

Margo Melnicove moved and was duly seconded that the Town vote to delete from Motion No. 4 b.) (iii) "transfer \$500,000 from the General Fund Unreserved Fund Balance" and change "borrow \$915,000" on second line to borrow \$1,415,000.

**VOTED ON AMENDMENT TO MOTION NO. 4:**

|           |     |               |
|-----------|-----|---------------|
| IN FAVOR: | 172 | MOTION PASSED |
| OPPOSED:  | 53  |               |

**MOTION NO. 4 UNDER ARTICLE 5 AS AMENDED:**

Voted that the Town:

- a.) appropriate the sum of \$2,915,000 Dollars to be expended under the direction of the Permanent Municipal Building Committee for the purpose of paying costs of repairs to the Wayland Middle School, 201 Main Street, Wayland, Massachusetts 01778, including the payment of all costs incidental or related thereto (the "Project") which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program, and for which the Town may be eligible for a grant from the Massachusetts School Building Authority ("MSBA");
- b.) to meet said appropriation, (i) authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow \$1,415,000 under Massachusetts General Laws Chapter 44, or any other enabling authority; (ii) use \$1,500,000 of the proceeds from the sale of bonds for said project authorized by vote of the 2012 Annual Town Meeting;
- c.) reduce the amount of borrowing authorized pursuant to this vote by any grant amount set forth in the Project Funding Agreement that may be executed between the Town and the MSBA, provided further that any grant that the Town may receive from the MSBA for said project shall not exceed the lesser of (1) 36.89% of

eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount of \$1,027,655 as determined by the MSBA;

- d.) acknowledge that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town; and
- e.) authorize the School Committee to enter into all necessary and appropriate agreements for the repairs to the Wayland Middle School, including but not limited to a project funding agreement and a project scope and budget agreement with the MSBA, which agreements with the MSBA may include a provision requiring the Town to indemnify the MSBA for losses associated with the Town's performance of its obligations and exercise of its rights under such agreements.

**VOTED ON MOTION NO. 4 UNDER ARTICLE 5 AS AMENDED:**

|           |     |               |
|-----------|-----|---------------|
| IN FAVOR: | 203 | MOTION PASSED |
| OPPOSED:  | 20  |               |

|  |
|--|
| <b>ARTICLE 6:      COMPENSATION FOR TOWN CLERK</b> |
|--|

*Proposed by: Board of Selectmen*

To determine whether the Town will vote to fix the salary and compensation of the elected Town Clerk, to be effective July 1, 2013, which salary and compensation is printed below.

**SALARY SCHEDULE – TOWN CLERK**

|            | <u>FY 2013</u> | <u>FY 2014</u> |
|------------|----------------|----------------|
| Town Clerk | \$68,442.00    | 69,811.00      |

**MOTION:**

John Bladon moved and was duly seconded that the Town vote to fix the salary and compensation of the elected Town Clerk at \$69,811.00 effective July 1, 2013.

|                      |           |     |               |
|----------------------|-----------|-----|---------------|
| <b><u>VOTED:</u></b> | IN FAVOR: | 178 | MOTION PASSED |
|                      | OPPOSED:  | 14  |               |

|   |
|---|
| <b>ARTICLE 7:      APPROVE PERSONNEL BYLAW AND WAGE &amp; CLASSIFICATION PLAN</b> |
|---|

*Sponsored by: Personnel Board*

To determine whether the Town will vote to amend the Code of the Town of Wayland, Chapter 43, PERSONNEL and the Personnel Wage and Salary Classification Plan previously adopted by the Town.

**MOTION:**

Nancy B. McCarthy moved and was duly seconded that the Town vote to amend the Code of the Town of Wayland, Chapter 43, PERSONNEL and the Personnel Wage and Salary Classification Plan previously adopted by the Town, by establishing the non-union wage and salary rates and the effective date for said rates as set forth in Appendix B starting on page 128 and 129 of the Warrant for the 2013 Annual Town Meeting.

|                      |           |     |               |
|----------------------|-----------|-----|---------------|
| <b><u>VOTED:</u></b> | IN FAVOR: | 161 | MOTION PASSED |
|                      | OPPOSED:  | 45  |               |

|                   |  |
|-------------------|--|
| <b>ARTICLE 8:</b> | <b>ACCEPT LAW INCREASING REAL ESTATE TAX EXEMPTION AMOUNTS</b> |
|-------------------|--|

*Sponsored by: Board of Selectmen*

To determine whether the Town will vote to accept the provisions of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, and allow an additional exemption of up to one hundred percent for Fiscal Year 2014.

**MOTION:**

Edward J. Collins moved and was duly seconded that the Town vote to accept the provisions of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, and allow an additional exemption of up to one hundred percent for Fiscal Year 2014.

**VOTED:**

|           |     |               |
|-----------|-----|---------------|
| IN FAVOR: | 183 | MOTION PASSED |
| OPPOSED:  | 16  |               |

|                   |  |
|-------------------|--|
| <b>ARTICLE 9:</b> | <b>AMEND 1978 ANNUAL TOWN MEETING VOTE REGARDING LANDFILL ACCESS ROAD PARCEL AND DESIGNATE CONSERVATION LAND</b> |
|-------------------|--|

*Proposed by: Board of Selectmen*

To determine whether the Town will vote to amend its vote under Article 19 of the Warrant for the 1978 Annual Town Meeting to require that the care, custody, management and control of the Town-owned parcel of land containing 24 acres, more or less, and shown as Lot B on a plan entitled "Plan of Land in Wayland, Mass. Showing Land Owned by William W. and Mary P. Lord" dated February 28, 1978, prepared by the Wayland Engineering Department and recorded with said Registry of Deeds as Plan Number 482 of 1978 immediately vest in the Conservation Commission, except for the portion of said Parcel B comprising the access way to land and facilities held in the care, custody, management and control of the Board of Public Works being approximately 50 feet wide and shown as "ROADWAY AREA" on a plan entitled "Plan of Land in Wayland, Massachusetts, Landfill/DPW Access Road 2013 ATM, Article 9" dated February 25, 2013, prepared by the Town of Wayland Surveying Department, a copy of which is on file in the Office of the Town Clerk, which access way shall continue to so held by the Board of Public Works for as long the land accessible by it is used for public works purposes by the Town.

**MOTION:**

Joseph F. Nolan moved and was duly seconded that the Town vote to amend its vote under Article 19 of the Warrant for the 1978 Annual Town Meeting to require that the care, custody, management and control of the Town-owned parcel of land containing 24 acres, more or less, and shown as Lot B on a plan entitled "Plan of Land in Wayland, Mass. Showing Land Owned by William W. and Mary P. Lord" dated February 28, 1978, prepared by the Wayland Engineering Department and recorded with the Middlesex South Registry of Deeds as Plan Number 482 of 1978 immediately vest in the Conservation Commission, except for the portion of said Parcel B comprising the access way to land and facilities held in the care, custody, management and control of the Board of Public Works being approximately 50 feet wide and shown as "ROADWAY AREA" on a plan entitled "Plan of Land in Wayland, Massachusetts, Landfill/DPW Access Road 2013 ATM, Article 9" dated February 25, 2013, prepared by the Town of Wayland Surveying Department, a copy of which is on file in the Office of the Town Clerk, which access way shall continue to so held by the Board of Public Works for as long the land accessible by it is used for public works purposes by the Town, provided that (i) the Board of Public Works shall, and is hereby authorized to transfer the care, custody, management and control of the portion of the parcel of land described in an order of taking dated March 29, 1971 and recorded with said Registry of Deeds in Book 11977, Page 704 shown as "Area C" on said unrecorded plan prepared by the Town of Wayland Surveying Department and in Appendix C to the Warrant for the 2013 Annual Town Meeting to the Conservation Commission; (ii) floodplain mitigation shall be provided to compensate for flood storage capacity lost when the access way located within said roadway area was constructed in 1978; (iii) wetlands filled in or otherwise lost when said access way was constructed in 1978 shall be replicated at a ratio of 1.5 to 1.0; and (iv) to the extent possible, any fragmentation of wildlife habitat shall be remediated.

**MOTION TO AMEND:**

Kent George moved that the Town vote to take Article 9 out of order and move it to after Article 17.

IN FAVOR: 191      MOTION PASSED  
OPPOSED: 51

**AMENDMENT UNDER THE MAIN MOTION:**

Mathew P. Kaufmann moved and was duly seconded that the Town vote to appropriate \$900,000 to be expended under the direction of the Permanent Municipal Building Committee and Board of Selectmen for the purpose of design construction and other related expenses for repairs, improvements and renovations to the existing Department of Public Works Facility and for design, studies, permitting, bidding and archeological and environmental site mitigation costs of the new facility and accessory structures for the maintenance, repairs, storage and administrative functions of the Towns Department of Public works and to provide for said appropriation, the Treasurer with the approval of the Board of Selectmen is authorized to borrow up to \$900,000. pursuant to the provisions of Massachusetts General Laws Chapter 44, Section 7 or any other enabling authority.

**POINT OF ORDER:**

George Harris questioned if the motion was out of order.

The Moderator ruled that the motion was within the scope of the article.

**MOTION TO EXTEND TIME OF DEBATE:**

Thomas Greenaway moved and was duly seconded that the Town vote to extend the debate for thirty minutes.

**VOTED ON MOTION TO EXTEND TIME OF DEBATE:**

|           |     |                   |
|-----------|-----|-------------------|
| IN FAVOR: | 102 |                   |
| OPPOSED:  | 130 | MOTION NOT PASSED |

**VOTED ON MOTION AS AMENDED:**

|           |     |  |
|-----------|-----|--|
| IN FAVOR: | 127 |  |
| OPPOSED:  | 103 | MOTION NOT PASSED<br>BY 2/3 <sup>RD</sup> VOTE |

**ARTICLE 11:      AMEND SECTION 19-3: FINANCE COMMITTEE REPORTS, AND AMEND  
SECTION 36-5: QUANTUM OF VOTE, REPORTS**

*Proposed by: Board of Selectmen*

To determine whether the Town will vote to amend Section 19-3 of the Code of the Town of Wayland by adding therefor underlined text and deleting therefrom ~~striethrough~~ text as follows:

**Section 19-3 Finance Committee reports.**

The Board of Selectmen, after drawing a warrant for a Town Meeting, shall immediately forward a copy thereof to each member of said Finance Committee, which shall consider all financial articles in the warrant so designated by the Selectmen and make such report, in print or otherwise, to the Town meeting as it deems for the best of the Town. In gathering information to prepare its report, if any, relative to an article, the Finance Committee shall meet with the party or parties that proposed the article and concurrently with others who want to comment thereon, and shall publicly post notice thereof on the Town's principal official bulletin board at least 48 hours, not including Saturdays ~~but not~~, Sundays and legal holidays, prior to such meeting. ~~However, if t~~The Finance Committee's report on any article ~~exceeds 30 words in length~~, excepting an article which requests approval of the Town's itemized, omnibus operating budget for the ensuing fiscal year, ~~then that report on said article~~ shall conclude with a summary of reasons favoring the article that were considered by the Finance Committee in its deliberations and a separate summary of reasons disfavoring the article that were considered by the Finance Committee in its deliberations.

The Committee shall also make an annual report which shall be published as part of the Annual Town Report and which shall include recommendations for appropriations for the ensuing year, a budget and such further recommendations regarding the finances of the Town and action in regard thereto as seems to such Committee to be necessary and appropriate.

And to determine whether the Town will vote to amend Section 36-5, Quantum of vote; reports, by adding underlined text and deleting ~~striethrough~~ text as follows:



A. Each article appearing in the warrant for every Town meeting shall be accompanied therein by a printed statement, prepared by the Board of Selectmen, of the quantum of vote required for taking action under the article and a citation to the legal authority establishing said quantum of vote, except that where, in the opinion of the Board of Selectmen, the quantum of vote and citation are not yet known with reasonable certainty at the time the warrant is prepared, a printed statement to this effect shall suffice.

B. The Board of Selectmen, after drawing a warrant for a Town Meeting, shall immediately forward a copy thereof to each member of the Planning Board, which shall consider all zoning articles in the warrant so designated by the Selectmen and make such report, in print or otherwise, to the Town Meeting as it deems for the best of the Town. The Board of Selectmen, after drawing a warrant for a Town Meeting, shall consider all remaining articles in the warrant not assigned to either the Finance Committee or the Planning Board, and make such report, in print or otherwise, to the Town Meeting as it deems for the best of the Town.

In gathering information to prepare its report, if any, relative to an article, the Board of Selectmen and the Planning Board shall meet with the party or parties that proposed the article and concurrently with others who want to comment thereon, and shall publicly post notice thereof on the Town's principal official bulletin board at least 48 hours, not including Saturdays ~~but not~~, Sundays and legal holidays, prior to such meeting. The Planning Board's or the Board of Selectmen's report on any article shall conclude with a summary of reasons favoring the article that were considered by the Planning Board or the Board of Selectmen in its deliberations and a separate summary of reasons disfavoring the article that were considered by the Planning Board or the Board of Selectmen in its deliberations.

C. If the Board of Selectmen, Finance Committee or Planning Board prepares a printed report for an article in the warrant for any Town meeting, then the governmental body or group of petitioners that sponsors the insertion of that article in the warrant may do likewise. The sponsor's report, not to exceed 150 words, shall be printed in the warrant immediately following the article itself.

D. Every article appearing in the warrant for every Town meeting that proposes to amend the Code of the Town of Wayland shall be accompanied therein by a printed statement prepared by Town Counsel as to whether the proposed amendment is repugnant to Massachusetts or federal law and, if so, in what manner.

**MOTION:**

Steven J. Correia moved and was duly seconded that the Town vote to pass over Article 11.

**VOTED:**

IN FAVOR: 209 MOTION PASSED OVER  
OPPOSED: 8

|   |
|---|
| <b>ARTICLE 12: AMEND TOWN CODE SECTION 36-18: ATTENDANCE AND PARTICIPATION OF NON-RESIDENT TOWN OFFICIALS</b> |
|---|

*Proposed by: Board of Selectmen*

To determine whether the Town will vote to amend Section 36-18 of the Code of the Town of Wayland by adding therefor underlined text as follows:

Notwithstanding their place of residence or voter registration status, the Town Administrator, Assistant Town Administrator, Police Chief, Fire Chief, Finance Director, Town Counsel, Director of Public Works, Public Buildings Director and Superintendent of Schools shall have the same right as registered voters of the Town to attend and sit on the floor of Town meetings and speak to articles and answer questions. Said Town officials shall not be considered in determining the presence of a quorum at Town meetings nor shall any of them be permitted to vote unless s/he is a registered voter of the Town.

**MOTION:**

John Bladon moved and was duly seconded that the Town vote to amend Section 36-18 of the Code of the Town of Wayland by making the revisions thereto as printed on Page 71 of the Warrant for the 2013 Annual Town Meeting.

**AMENDMENT TO MOTION:**

George Harris moved and was duly seconded that the Town vote to amend the motion by striking the words “Town Counsel” as well as the words “and speak to articles” from the motion.

**AMENDMENT TO THE AMENDMENT:**

William Steinberg moved and was duly seconded that the Town vote to amend the motion by replacing the words “Town Counsel” back into the article as written and strike the works “and speak to articles”.

**VOTED ON THE AMENDMENT TO THE AMENDMENT:**

|           |     |                   |
|-----------|-----|-------------------|
| IN FAVOR: | 90  |                   |
| OPPOSED:  | 117 | MOTION NOT PASSED |

**VOTED ON AMENDMENT TO MAIN MOTION:**

|             |               |
|-------------|---------------|
| VOICE VOTE: | MOTION PASSED |
|-------------|---------------|

**VOTED ON MOTION AS AMENDED:**

|                             |               |
|-----------------------------|---------------|
| 1 <sup>ST</sup> VOICE VOTE: | UNDECIDED     |
| 2 <sup>ND</sup> VOICE VOTE: | MOTION PASSED |

|  |
|--|
| <b>ARTICLE 13: SET ASIDE COMMUNITY PRESERVATION FUNDS FOR LATER SPENDING</b> |
|--|

*Proposed by: Community Preservation Committee*

To determine whether the Town will vote to set aside for later spending \$40,000.00 on open space, but not including land for recreational use, \$40,000.00 for historic resources, and \$40,000.00 for community housing pursuant to Massachusetts General Laws Chapter 44B, Section 6.

**MOTION:**

Jerome Heller moved and was duly seconded that the Town vote to set aside for later spending annual revenues in the Community Preservation Fund in the amounts of \$40,000. for open space, but not including land for recreational use, \$40,000. for historic resources, and \$40,000. for community housing pursuant to Massachusetts General Laws Chapter 44B, Section 6.

**VOICE VOTED:**

MOTION PASSED



**ARTICLE 14: APPROPRIATE COMMUNITY PRESERVATION FUNDS FOR STUDY AND DESIGN OF ATHLETIC FIELDS AT LOKER CONSERVATION AND RECREATION AREA**

*Proposed by: Recreation Commission and Community Preservation Committee*

*Estimated Cost: \$92,000*

To determine whether the Town will vote to appropriate a sum of money to be expended by the Recreation Commission for professional services and other expenses in connection with the planning, study and design of athletic fields and associated parking area and access way at the Town-owned Loker Recreation Area on Commonwealth Road (Route 30), Wayland, Massachusetts; and determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing under Massachusetts General Laws Chapter 44 or other enabling authority, or otherwise.

**MOTION:**

Jerome Heller moved and was duly seconded that the Town vote to appropriate \$92,000. to be expended by the Recreation Commission for professional services and other expenses in connection with the planning, study and design of athletic fields and associated parking area and access way at the Town-owned Loker Recreation Area on Commonwealth Road (Route 30), Wayland, Massachusetts; and that said appropriation be provided by transferring \$92,000. from the Community Preservation Fund.

**MOTION TO AMEND:**

Paul (Mickey) Hand moved and was duly seconded that the Town vote to amend by deleting the words Loker Recreation Area on Commonwealth Road (Route 30) from the motion.

**POINT OF ORDER:**

Linda Segal questioned if the amendment was out of order.

The Moderator ruled that the amendment was out of order.

**MOTION TO TERMINATE DEBATE:**

Mary Ellen Castagno moved that the Town vote to terminate debate.

**VOTED ON MOTION TO TERMINATE DEBATE:**

|           |     |               |
|-----------|-----|---------------|
| IN FAVOR: | 192 | MOTION PASSED |
| OPPOSED:  | 19  |               |

**VOTED ON MOTION:**

|           |     |               |
|-----------|-----|---------------|
| IN FAVOR: | 156 | MOTION PASSED |
| OPPOSED:  | 57  |               |

**MOTION TO ADJOURN:**

John Bladon moved that the Town vote to adjourn the Town Meeting due to the lateness of the hour.

|   |           |     |               |
|---|-----------|-----|---------------|
| <b><u>VOTED ON MOTION TO ADJOURN:</u></b> | IN FAVOR: | 164 | MOTION PASSED |
|   | OPPOSED:  | 28  |               |

---

*The meeting adjourned at 5:30 P.M. until Tuesday, April 9, 2013 at 7:30 P. M.*

*Attendance: 279*

---

**VOTES ENACTED:  
TUESDAY, APRIL 9, 2013  
AT THE WAYLAND HIGH SCHOOL FIELD HOUSE**

**DENNIS J. BERRY, MODERATOR:**

Pursuant to the Warrant dated March 20, 2013, signed by Douglas J. Leard, Joseph F. Nolan and Edward J. Collins, Selectmen, served and return of service given by Louis V. Gaglini, Constable of the Town, the inhabitants of the Town of Wayland qualified to vote at Town Meeting met this day at Wayland High School Field House, and at 7:30 P.M. the Moderator called the Meeting to order, declared that a quorum was present, and the Meeting proceeded to transact the following business:

|   |
|---|
| <b>ARTICLE 15: ACQUISITION OF 150 MAIN STREET PROPERTY (FORMERLY FINNERTY'S RESTAURANT)</b> |
|---|

*Proposed by: Petitioners*

*Estimated Cost: \$1,130,300*

To determine whether the Town will vote to

- a.) authorize and direct the Board of Selectmen, with the approval of Town Counsel as to form, to acquire by purchase, gift, eminent domain or otherwise, the fee or any lesser interest in the parcel of land at 150 Main Street, Wayland, Massachusetts, recorded with the Middlesex South District Registry of Deeds in Book 56401, Page 357, and known informally as "Finnerty's Property," for the purpose of constructing a community center and/or preserving open space;
- b.) appropriate a sum of money to be expended by the Board of Selectmen for the acquisition of said parcel of land; and
- c.) determine whether such appropriation shall be provided by taxation, by transfer from unappropriated available funds, by transfer from available funds already appropriated for another purpose or purposes, by borrowing under Massachusetts General Laws Chapter 44 or other enabling authority, or otherwise, including a combination of such funding sources.

**MOTION:**

Jeffrey A. Horan moved and was duly seconded that the Town vote to:

- a.) authorize the Board of Selectmen, with the approval of Town Counsel as to form, to acquire by purchase, gift, eminent domain or otherwise, the fee or any lesser interest in the parcel of land at 150 Main Street, Wayland, Massachusetts, recorded with the Middlesex South District Registry of Deeds in Book 56401, Page 357, and known informally as "Finnerty's Property," for the purpose of constructing a community center and/or preserving open space;
- b.) appropriate \$1,299,845. to be expended by the Board of Selectmen for the acquisition of said parcel of land; and
- c.) provide for said appropriation by authorizing the Town Treasurer to borrow such funds pursuant to the provisions of Massachusetts General Laws Chapter 44, Sections 7 and 8.

**MOTION TO TERMINATE DEBATE:**

Judy A. Bennett moved that the Town vote to terminate debate.

**VOTED ON MOTION TO TERMINATE DEBATE:**

|          |     |               |
|----------|-----|---------------|
| IN FAVOR | 308 | MOTION PASSED |
| OPPOSED: | 37  |               |

**VOTED:**

|           |     |                   |
|-----------|-----|-------------------|
| IN FAVOR: | 118 |                   |
| OPPOSED:  | 229 | MOTION NOT PASSED |

**ARTICLE 16:      TRANSFER AND DISPOSE OF SEPTAGE FACILITY LAND AND  
ADJACENT TOWN-OWNED LAND ON BOSTON POST ROAD**

*Proposed by: Board of Selectmen and Economic Development Committee*

To determine whether the Town will vote to:

- a.) authorize the Board of Public Works, with the approval of Town Counsel as to form, to transfer the care, custody, management and control of the three parcels of Town-owned land on Boston Post Road, Wayland, Massachusetts (i) known and numbered 490 Boston Post Road, Wayland, Massachusetts, containing 7.63 acres, more or less, as described in an order of taking dated January 11, 1971 and recorded with the Middlesex South Registry of Deeds in Book 11943, Page 420; (ii) containing 4.5 acres and shown as Lot A on a plan entitled "Plan of Land in Wayland, Mass. Showing Land Owned by William W. and Mary P. Lord" dated February 28, 1978, prepared by the Wayland Engineering Department and recorded with said Registry of Deeds as Plan Number 482 of 1978; and (iii) containing 1.0 acre, more or less, and described in an order of taking dated November 15, 1965 and recorded with said Registry of Deeds in Book 11003, Page 389, to the Board of Selectmen for purpose of conveying, selling, leasing or otherwise disposing of said parcels of land for affordable housing purposes; and
- b.) authorize the Board of Selectmen, with the approval of Town Counsel as to form, to convey, sell, lease or otherwise dispose of said parcels of land for affordable housing purposes and, in connection therewith, to execute all necessary and appropriate documents.

**MOTION:**

John Bladon moved that the Town vote to:

- a.) authorize the Board of Public Works, with the approval of Town Counsel as to form, to transfer the care, custody, management and control of the three parcels of Town-owned land on Boston Post Road, Wayland, Massachusetts (i) known and numbered 490 Boston Post Road, Wayland, Massachusetts, containing 7.63 acres, more or less, as described in an order of taking dated January 11, 1971 and recorded with the Middlesex South Registry of Deeds in Book 11943, Page 420; (ii) containing 4.5 acres and shown as Lot A on a plan entitled "Plan of Land in Wayland, Mass. Showing Land Owned by William W. and Mary P. Lord" dated February 28, 1978, prepared by the Wayland Engineering Department and recorded with said Registry of Deeds as Plan Number 482 of 1978; and (iii) containing 1.0 acre, more or less, and described in an order of taking dated November 15, 1965 and recorded with said Registry of Deeds in Book 11003, Page 389, to the Board of Selectmen for purpose of conveying, selling, leasing or otherwise disposing of said parcels of land for affordable housing purposes; and
- b.) authorize the Board of Selectmen, with the approval of Town Counsel as to form, to convey, sell, lease or otherwise dispose of said parcels of land for affordable housing purposes and, in connection therewith, to execute all necessary and appropriate documents, provided that 1.) any housing development constructed on said parcels of land shall: (i) comply with the Town's Zoning Bylaw; (ii) be for rental dwelling units only; and (iii) be in general conformance with the spirit and intent of the River's Edge Housing Project Design Guidelines; and 2.) prior to disposing of said parcels of land, the Board of Selectmen shall solicit and receive a recommendation(s) from a nine-member advisory committee appointed by the Selectmen comprised of one Selectman, one member of the Finance Committee, one member of the Board of Public Works, one member of the Wayland Housing Partnership or the Wayland Housing Authority, one member of the Planning Board or Design Review Board, one member of the Council on Aging, one member of the Economic Development Committee and two citizens of the Town whose terms shall expire upon the disposition of said land by sale or lease or otherwise.

**MOTION TO AMEND:**

Rebecca M. Stanizzi moved and was duly seconded that the Town vote to:

- a.) authorize the Board of Public Works, with the approval of Town Counsel as to form, to transfer the care,

custody, management and control of the three parcels of Town-owned land on Boston Post Road, Wayland, Massachusetts (i) known and numbered 490 Boston Post Road, Wayland, Massachusetts, containing 7.63 acres, more or less, as described in an order of taking dated January 11, 1971 and recorded with the Middlesex South Registry of Deeds in Book 11943, Page 420; (ii) containing 4.5 acres and shown as Lot A on a plan entitled "Plan of Land in Wayland, Mass. Showing Land Owned by William W. and Mary P. Lord" dated February 28, 1978, prepared by the Wayland Engineering Department and recorded with said Registry of Deeds as Plan Number 482 of 1978; and (iii) containing 1.0 acre, more or less, and described in an order of taking dated November 15, 1965 and recorded with said Registry of Deeds in Book 11003, Page 389, to the Board of Selectmen for purpose of conveying, selling, leasing or otherwise disposing of said parcels of land for affordable housing purposes; except for so much of said one (1) acre lot lies within the Wayland Landfill Access Road as shown on Appendix G in the Warrant.

**MOTION TO PASS OVER:**

Werner Gossels moved and was duly seconded that the Town vote to pass over this article.

**MOTION TO TERMINATE DEBATE:**

Thomas J. Fay moved that the Town vote to terminate debate.

**VOTED TO TERMINATE DEBATE:**

|           |     |               |
|-----------|-----|---------------|
| IN FAVOR: | 301 | MOTION PASSED |
| OPPOSED:  | 49  |               |

**VOTED ON MOTION TO PASS OVER:**

|           |     |                   |
|-----------|-----|-------------------|
| IN FAVOR: | 157 | MOTION NOT PASSED |
| OPPOSED:  | 205 |                   |

**MOTION TO EXTEND THE DEBATE:**

Donald E. Bustin moved and was duly seconded that the Town vote to extend the time of the debate by fifteen (15) minutes.

**VOTED ON MOTION TO EXTEND THE DEBATE:**

|           |     |   |
|-----------|-----|---|
| IN FAVOR: | 63  | MOTION NOT PASSED BY 2/3 <sup>RD</sup> MAJORITY |
| OPPOSED:  | 306 |   |

**VOTED ON MOTION AS AMENDED:**

|           |     |   |
|-----------|-----|---|
| IN FAVOR: | 239 | MOTION NOT PASSED BY 2/3 <sup>RD</sup> MAJORITY |
| OPPOSED:  | 129 |   |

|   |
|---|
| <p><b>ARTICLE 17:      AMEND ZONING BYLAW CHAPTER 198: RIVER'S EDGE HOUSING<br/>OVERLAY ZONING DISTRICT</b></p> |
|---|

*Proposed by: Economic Development Committee, Board of Selectmen, and Planning Board*

To determine whether the Town will vote to amend Chapter 198 of the Code of the Town of Wayland, the Zoning Bylaw of the Town, by adding thereto the following new article:

**ARTICLE 25**

**River's Edge Housing Overlay District**

**§ 198-2501. Purposes and Intent.**

2501.1 The purpose of this article is to increase the supply of housing in the Town of Wayland that is available to and affordable by low-income and moderate-income households which might otherwise have difficulty in finding housing in Wayland, and to ensure that such housing is affordable over the long term and provided in accordance with the Wayland Master Plan and the Town's Affordable Housing Production Plan.

2501.2 It is intended that the affordable dwelling units authorized under the provisions of this article be considered as affordable housing units which shall be included in the Town's inventory of subsidized housing units

established and administered by the Commonwealth of Massachusetts Executive Office of Housing and Economic Development, Department of Housing and Community Development (DHCD), or its successor.

#### **§ 198-2502. Overlay District.**

2502.1 The River's Edge Housing Overlay District ("REHOD") is an overlay district superimposed on the underlying zoning district on the parcels of land on Boston Post Road in Wayland, Massachusetts Plate 22 of the Atlas of the Town of Wayland, Massachusetts, 2002, numbered as Parcels 22-3, 22-6 and 22-7. All uses permitted by right or by special permit in the underlying zoning district shall be similarly permitted in the REHOD, subject to the further provisions of this Article 25. Where the REHOD authorizes uses not otherwise allowed in the underlying district, the provisions of the REHOD shall control. Nothing herein shall be construed to supersede the provisions of other overlay districts applicable to land or structures within the REHOD, except as set forth herein.

#### **§ 198-2503. Administration.**

2503.1 The Planning Board shall be designated as the site plan approval authority (SPA) under this article.

2503.2 The Planning Board shall adopt, maintain and file with the Town Clerk a set of regulations that contains the necessary policies, definitions, fee structures, procedures, and requirements to implement the provisions of this article.

#### **§ 198-2504. Permitted Uses.**

2504.1 The uses set forth below, individually or in combination, are permitted, as of right, in the REHOD, subject to site plan approval issued by the Planning Board pursuant to Article 6 of this Zoning Bylaw:

2504.1.1 Multi-Family Affordable and Market-Rate Housing Dwelling Units.

2504.1.2 Structures and uses accessory to the uses set forth in §198-2504.1 above, located (with the exception of covered parking areas) within the same building, including but not limited to the following: beauty and barber salons; recreational, physical fitness and therapy services; library; bank automated teller machine without drive-throughs or drive-ups facilities; management offices; adult day health facility; assisted living residences not exceeding twenty-five percent (25%) of the total number of age-restricted dwelling units in the REHOD; and covered parking areas. In addition, food service, including a café or diner primarily for residents but as also may be open to the public for this limited use only.

#### **§ 198-2505. Dimensional Requirements and Aggregate Limits.**

2505.1 Minimum building setback from the REHOD perimeter boundary shall be 50 feet.

2505.2 Maximum building height of any building or portion thereof located less than 100 feet from a public way (Route 20) shall not exceed 45 feet in height. In all other areas, maximum building height shall not exceed 58 feet. Height shall be as defined in § 198-701.1.2, except that penthouses shall refer only to mechanical penthouses and that none of the items referred to in that section are used for occupancy purposes. Height shall be measured from the average grade of the land immediately adjacent to the building to the highest point of the roof, except for buildings on the northern edge of the REHOD where average grade shall be determined by the grade of the land immediately adjacent to the three sides of the building which do not face north, to reduce grading on the north-facing sides near wetlands, and to encourage underground parking in these areas. On these north facing facades only, not more than 6 feet of a parking level may be exposed and allow natural ventilation as long as this façade area is screened and buffered with landscape.

2505.3 Maximum building size. No building shall exceed 150,000 square feet of gross floor area.

2505.4 Maximum number of dwelling units. There shall be no more than 216 dwelling units. All dwelling units shall be studio, one bedroom or two bedroom units, with the sole exception that not more than three (3) of the affordable non-age-restricted units may be three bedroom units. No unit shall have more than three bedrooms.

**§ 198-2506. Performance Standards****2506.1 Landscaping.**

2506.1.1. Landscaping within the REHOD shall be designed to promote the establishment, protection and enhancement of the natural landscape; ensure the appropriate use of plant materials; preserve natural tree cover; and promote inclusion of new tree plantings in order to reduce visual blight, noise and glare, prevent soil erosion, reduce stormwater runoff, increase groundwater discharge, create shade, and reduce solar overheating.

2506.1.2. The applicant shall prepare a landscaping plan showing that the housing development will meet these standards and the standards set forth in § 198-606.

**2506.2. Screening and buffer requirements.**

2506.2.1 Screening and buffering should create visual barriers between features of the housing development from public streets and abutting properties. Such features shall include dumpsters and trash handling areas, mechanical equipment at ground level or on rooftop, service entrances and utility facilities for building operation, loading docks and spaces, aboveground backflow preventers, and other components of the development as may be reasonably determined by the Planning Board to require screening and buffering.

**2506.3. Parking Standards.**

2506.3.1 Parking spaces shall be provided at a minimum of 1.0 parking spaces per dwelling unit and maximum of 15 parking spaces for an accessory café or diner in addition to said dwelling unit parking spaces.

2506.3.2. Any large surface parking areas shall be separated, whether by buildings, landscape features, or both. At least ten percent (10%) of the interior of the parking areas shall be maintained with landscaping, including trees, in landscape islands.

2506.3.3. Small parking areas shall be designed to include sidewalks at the perimeter to promote safe pedestrian passage; larger areas may incorporate pedestrian corridors delineated by paving materials, plantings and/or bollards.

**2506.4. Lighting Standards.**

2506.4.1. The lighting design within the housing development should accommodate public safety and welfare, and protect the night sky from unnecessary ambient light. Any lighting plan submitted for the development shall, at a minimum, include the following:

2506.4.1.1. All lighting installations shall be designed to achieve no greater than the minimum luminance levels for the activity as recommended by the Illuminating Engineering Society of North America (IESNA).

2506.4.1.2. To prevent glare on off-site locations, all outdoor lighting fixtures shall be full cutoff. Where necessary to prevent light trespass or glare, accessories such as hoods and shields shall be used on lighting fixtures. The source of light shall be so arranged and shielded as to prevent direct glare from the light source into any public street or onto adjacent property.

2506.4.1.3. Security lighting shall be shielded and directed at a downward angle.

2506.4.2. The applicant must submit a lighting study showing that the housing development will meet these standards and the applicable standards set forth in § 198-606.



2506.5. Affordable units.

2506.5.1. In lieu of the requirements set forth in Article 22 of the Town's Zoning Bylaw (the "Inclusion of Affordable Housing" bylaw), the following standards shall apply in the REHOD. Twenty-five (25%) of the dwelling units shall be affordable units. The term "affordable unit" shall mean a dwelling unit reserved in perpetuity for occupancy by a household earning less than 80% of area median family income, and priced to conform with the standards of DHCD for units set forth in DHCD's guidelines and regulations, as amended from time to time, in order that such affordable units shall be included in the DHCD Subsidized Housing Inventory for the Town. Affordable units shall be subject to the following conditions:

2506.5.1.1. All affordable units shall be affordable in perpetuity. A deed rider or other suitable restriction shall assure compliance with this condition. The deed rider shall be structured to survive any and all sales, transfers or foreclosures.

2506.5.1.2. In the event that an affordable unit or the project in part or whole is proposed for sale, the continuing enforcement of the deed rider through subsequent resales shall be the subject of a monitoring agreement and in accordance with §§ **198-2207.3** and **198-2207.6** of Article 22 of this Zoning Bylaw.

2506.5.1.3. The deed rider and the monitoring agreement shall be drafted in compliance with DHCD's Local Initiative Program guidelines and regulation, as amended from time to time, and guidelines promulgated thereunder. The deed rider and the monitoring agreement shall be subject to review and approval by the Planning Board and approved as to form by Town Counsel prior to the issuance of the first certificate of occupancy for any dwelling unit in the development.

2506.5.1.4. The affordable units shall conform to the DHCD standards for inclusion in the DHCD Subsidized Housing Inventory for the Town. Any assisted living units as allowed under §§ **198-2504.1.2** above shall conform to DHCD standards for inclusion as affordable units (either as affordable or market-rate rental units, or affordable condominium units) in the DHCD Subsidized Housing Inventory for the Town.

2506.5.1.5. A right of first refusal in accordance with § **198-2207.7** of this Zoning Bylaw shall be granted to the Town or its designee for a period not less than 120 days after receipt of notice thereof.

2506.5.1.6. The affordable units must satisfy the design and construction standards of the Local Initiative Program, as set forth in DHCD's guidelines and regulations, as amended from time to time, with regard to indistinguishability from any market-rate units. The range of affordable units must be representative of the overall market-rate units in terms of unit mix, size and location, except for the unique three bedroom units described above. It is the intent of this Article 25 that the affordable units shall be eligible for inclusion in the DHCD Subsidized Housing Inventory for the Town as Local Initiative Program units.

2506.5.1.7. The affordable units must be constructed and occupancy permits obtained at the rate of one affordable unit for every three market-rate units.

2506.5.1.8. In computing the number of required affordable units, any fraction of a unit shall be rounded up, and the result shall be the number of affordable units to be built within the development.

2506.6 Age restricted units.

2505.6.1 A minimum of two thirds (66.7%) of all dwelling units shall be age restricted to a minimum of at least one occupant aged 55 and over.

2506.7. Efficiency of design.

2507.1.1. Every effort shall be made to design buildings and use materials and construction techniques to optimize daylight in building interiors, natural ventilation, and energy efficiency; to

minimize exposure to and consumption of toxics and nonrenewable resources; and to incorporate appropriate “green” design techniques, including but not limited to conservation of water resources.

2506.8. Utilities.

2506.8.1. To the greatest extent practicable, electric, telephone, cable TV, and other utilities on the site shall be placed underground.

**§ 198-2507. Peer Review.**

2507.1. The Planning Board, at the expense of the applicant and pursuant to M.G.L. c. 44, § 53G, may engage qualified peer reviewers, including, but not limited to, traffic engineers, civil engineers, landscape architects, architects, wetlands scientists, lighting technicians, and attorneys, to review all site plan review applications.

**§ 198-2508. Inapplicability of Certain Other Regulations.**

2508.1. Where this article specifies some standard or makes some other requirement contrary to a requirement set forth elsewhere in the Town’s Zoning Bylaw, the provisions of this article, as may be amended from time to time, shall govern.

**PLANNING BOARD REPORT:** The Planning Board unanimously recommends the Article.

The Planning Board held its Public hearing as required by law on February 26, 2013, and voted 4-0 to support the River’s Edge Overlay District Zoning Bylaw as amended. This article requests that Town Meeting amend the Zoning By-Laws to add a new overlay district on the existing municipal service district. This new district will only apply to the parcels as shown on the Appendix G on page 138. The Town of Wayland controls these parcels. This district would be required for the Town to implement the plan for a proposed development which is not possible under the existing zoning.

The Planning Board sees this project as a unique opportunity to build attractive, higher density housing for which there is demand, while at the same time controlling future 40b development. The project also meets Commonwealth goals, including Smart Growth principles transforming abandoned municipal industrial property into attractive affordable housing.

The Economic Development Committee should be commended for 1) researching the best and highest use for this land and 2) for being proactive in vetting the proposed development to optimize the outcome for the Town. The Economic Development Committee has reached out to multiple Boards, Committees and interest groups in Town to address concerns pertaining to height, density and form, and is in the process of creating Design Guidelines that are consistent with the Town’s guidelines and will furthermore ensure all structures are in context and scale with the character of the zone.

**MOTION TO PASS OVER:**

Clifford W. Lewis moved that the Town vote to pass over article 17.

**VOTED ON MOTION TO PASS OVER:**

|           |                       |
|-----------|-----------------------|
| IN FAVOR: | 141                   |
| OPPOSED:  | 190 MOTION NOT PASSED |

**MOTION:**

John Bladon moved that the Town vote to amend Chapter 198 of the Code of the Town of Wayland, the Zoning Bylaw of the Town, by adding thereto the new Article 25 entitled “River’s Edge Housing Overlay District” as printed in Pages 78 through 83 of the Warrant for the 2013 Annual Town Meeting.

**MOTION TO TERMINATE DEBATE:**

Randall C. Moore moved that the Town vote to terminate debate.

|  |           |     |               |
|--|-----------|-----|---------------|
| <b><u>VOTED ON MOTION TO TERMINATE DEBATE:</u></b> | IN FAVOR: | 256 | MOTION PASSED |
|  | OPPOSED:  | 59  |               |

**VOTED ON MAIN MOTION:**

|           |     |                                   |
|-----------|-----|-----------------------------------|
| IN FAVOR: | 197 | MOTION NOT PASSED BY 2/3 MAJORITY |
| OPPOSED:  | 123 |                                   |

**MOTION TO RECONSIDER ARTICLE 10 - DPW**

Michael P. Lowery moved that the Town vote to reconsider Article 10 due to new and significant information.

The Moderator ruled that he would allow a vote to reconsider at the end of Town Meeting after all the other articles were finished.

**ARTICLE 18: ACCEPT ROADS AS PUBLIC WAYS**

*Proposed by: Planning Board*

To determine if the Town will vote to:

- a.) accept, as town ways, Cart Path, Catherine Farm Road, Cobblestone Road, Ellen Mary Way, Green Way, Pheasant Run, Plainview Road, Rose Hill Lane, Sage Hill Road and Lingley Lane and any appurtenant easements thereto, as laid out by the Board of Public Works, which ways are shown on the following plans:
1. A roadway shown as "Cart Path" on a plan entitled "Whispering Pines a Definitive Subdivision Plan in Wayland, Mass."; dated: January 15th, 1999; scale: 1"=40', and recorded in the Middlesex County South District Registry of Deeds, plan number 182 of 2000, a copy of which is on file with the Town Clerk;
  2. A roadway shown as "Catherine's Farm Road" on a plan entitled "Definitive Subdivision Plan of Chloe's Way in Wayland, Mass."; dated: March 20th, 1997 as revised; scale: 1"=40', and recorded in the Middlesex County South District Registry of Deeds, plan number 905 of 1997, a copy of which is on file with the Town Clerk;
  3. A roadway shown as "Cobblestone Circle" on a plan entitled "Definitive Subdivision Plan of Dayton Estates in Wayland, Mass."; dated: May 1st, 1999 as revised; scale: 1"=40', and recorded in the Middlesex County South District Registry of Deeds, plan number 1268 of 1999, a copy of which is on file with the Town Clerk;
  4. A roadway shown as "Ellen Mary Lane" on a plan entitled "Amended Definitive Subdivision Plan, Captain Isaac Glezen Estates in Wayland, Massachusetts."; dated: August 14th, 2001 as revised; scale: 1"=40, and recorded in the Middlesex County South District Registry of Deeds, plan number 287 of 2002, a copy of which is on file with the Town Clerk;
  5. A roadway shown as "Green Way" on a plan entitled "Definitive Subdivision Plan At The Paine Estate On Cochituate Road in Wayland, MA."; dated: September 24th, 1997 as revised; scale: 1"=40, and recorded in the Middlesex County South District Registry of Deeds, plan number 699 of 1998, a copy of which is on file with the Town Clerk;
  6. A roadway shown as "Lingley Lane" on a plan entitled "The Village At Lingley Lane, Plan of Land in Wayland, Mass."; dated: February 22nd, 2000 as revised; scale: 1"=40, and recorded in the Middlesex County South District Registry of Deeds, plan number 225 of 2001, a copy of which is on file with the Town Clerk;
  7. A roadway known as "Pheasant Run" and shown as "Lot 26" on a plan entitled "Pheasant Run A Definitive Subdivision in Wayland, MA."; dated: February 3rd, 1999 as revised; scale: 1"=40, and recorded in the Middlesex County South District Registry of Deeds, plan number 842 of 1999, a copy of which is on file with the Town Clerk;

8. A roadway shown as "Plainview Road" on a plan entitled "Sheet 2 of 2, Subdivision Plan of Plain Road Estates in Wayland, MA."; dated: February 1983; scale: 1"=40, and recorded in the Middlesex County South District Registry of Deeds, plan number 698 of 1993, a copy of which is on file with the Town Clerk; and
  9. A roadway shown as "Sage Hill" on a plan entitled "Definitive Subdivision Plan of Land In Wayland, MA."; dated: February 26th, 2010 as revised; scale: 1"=40, and recorded in the Middlesex County South District Registry of Deeds, plan number 379 of 2010, a copy of which is on file with the Town Clerk; and
- b.) authorize the Board of Selectmen, with the approval of Town Counsel as to form, to acquire by gift, purchase, eminent domain or otherwise, the land comprising said ways and appurtenant easements;
  - c.) appropriate a sum of money for the acquisition of said land easements; and
  - d.) determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing under Massachusetts General Laws Chapter 44 or other enabling authority, or otherwise.

**MOTION:**

Kent D. Greenawalt moved and was duly seconded that the Town vote to:

- a.) accept, as town ways, Cart Path, Catherine's Farm Road, Cobblestone Road, Ellen Mary Way, Pheasant Run, Plainview Road, Sage Hill Road and Lingley Lane and any appurtenant easements thereto, as laid out by the Board of Public Works, which ways are shown on the recorded plans as listed on Pages 92 and 93 of the Warrant for the 2013 Annual Town Meeting;
- b.) authorize the Board of Selectmen, with the approval of Town Counsel as to form, to acquire by gift, purchase, eminent domain or otherwise, the land comprising said ways and appurtenant easements;
- c.) appropriate \$100.00 for the acquisition of said land and easements; and
- d.) provide for said appropriate by transferring \$100.00 from the General Fund – Unreserved Fund Balance.

**MOTION TO TERMINATE DEBATE:**

Ellen R. Tohn moved that the Town vote to terminate debate.

**VOTED ON MOTION TO TERMINATE DEBATE**

|           |     |               |
|-----------|-----|---------------|
| IN FAVOR: | 239 | MOTION PASSED |
| OPPOSED:  | 22  |               |

**VOTED ON MOTION:**

|           |     |   |
|-----------|-----|---|
| IN FAVOR: | 200 | MOTION PASSED BY 2/3 <sup>RD</sup> MAJORITY |
| OPPOSED:  | 63  |   |

**ARTICLE 19: AMEND TOWN CODE CHAPTER 193A: LAND CLEARING, GRADING AND PROTECTION OF SPECIMEN TREES**

*Proposed by: Petitioners*

To determine whether the Town will vote to add a new chapter to the Code of the Town of Wayland, primarily dealing with clearing of land and protection of specimen trees, as outlined in the attached document, which provides full details of the proposed new Chapter 193A, The proposal provides that, before anyone may undertake, in anyone year, land clearing activities of an area greater than a total of 20,000 square feet (slightly less than one-half acre), that person must submit an application to the Conservation Commission to obtain a Permit. The Article provides for specified exemptions from the process, provides for the procedures to be utilized to obtain the permit (including providing a survey of existing vegetation, a survey of soil types in the involved area, delineation of bodies of water in the area, "best practices" to be utilized, justification for removal, rather than trimming of trees, and erosion control measures to be implemented). The proposed Article also specifies posting of security to assure performance pursuant to any permit granted, The Article provides for monitoring and inspection of the work being done pursuant

to any Permit granted, and provides for penalties for failure to comply. The Conservation Committee is authorized to promulgate regulations to implement the intentions of the Article, and to excuse strict performance with its terms when justice requires.

## Chapter 193A

### Protection of Specimen Trees.

#### § 193A.1.Purposes and objectives.

1.0 Purposes: Pursuant to M.G.L. c. 87, § 14, and otherwise, the purposes of this bylaw are to seek to balance the rights of utilities and others to maintain and utilize their interests in real property while at the same time striving to:

1.1 Protect the health, safety and property of the residents of the Town of Wayland, Massachusetts by regulating tree clearing and maintenance activities associated with land development and ROW maintenance. Its goals include, but are not limited to, preserving existing trees ,and minimizing fragmentation of wildlife habitat and loss of vegetation;

1.2 Limit land clearing prior to development review;

1.3 Protect specimen trees and significant forest communities from damage or removal during site development and maintenance;

1.4 Protect water quality of adjacent wetlands, wellheads and surface water bodies;

1.5 Promote land development and site planning practices that are responsive to the town's scenic character without preventing the reasonable development and maintenance of land and utility rights-of-way;

#### § 193A.2.Definitions.

2.0 Definitions: In this bylaw, the following words have the meanings indicated:

2.1 Applicant - Any person proposing to engage in or engaged in any non-exempt clearing of trees within the Town.

2.2 Caliper - American Association of Nurserymen standard for measurement of trunk size of nursery stock. Caliper of the trunk shall be taken 6 inches above the ground up to and including 4 inch caliper trees, and 12 inches above the ground for larger sizes.

2.3 Certified arborist - A professional who possesses the technical competence through experience and related training to provide for or supervise the maintenance of trees and other woody plants in the residential, commercial, and public landscape.

2.4 Clearing - Removal or causing to be removed, through either direct or indirect actions, trees, and/or shrubs from a site. Actions considered to be clearing include, but are not limited to: causing irreversible damage to roots or trunks; destroying the structural integrity of trees; and/or any filling, excavation, grading, or trenching in the root area of a tree which has the potential to cause irreversible damage.

2.5 Dripline - An area encircling the base of a tree which is delineated by a vertical line extending from the outer limit of a tree's branch tips down to the ground.

2.6 Essential Root Zone - An area located on the ground between the tree trunk and 10 feet beyond the dripline of a tree which is required for protection of a tree's root system. .

2.7 Diameter/diameter-breast-height (dbh) - The diameter of any tree trunk, measured at 4.5 feet above existing grade.

2.8 Filling - The act of transporting or placing (by any manner or mechanism) material from, to, or on any soil surface or natural vegetation.

2.9 Grading - Any excavating, filling, clearing, or the creation of impervious surface, or any combination thereof, which alters the existing surface of the land.

2.10 Hazardous tree - A tree with a structural defect or disease, or which impedes safe sight distance or traffic flow, or otherwise currently poses a threat to life or property.

2.11 Landscape architect - A person licensed by the Commonwealth of Massachusetts to engage in the practice of landscape architecture.

2.12 Protected tree - A tree identified on an approved landscape plan to be retained and protected during construction.

2.13 Right-Of-Way Maintenance - Removal or causing to be removed, through either direct or indirect actions, trees, and/or shrubs from a site. Actions considered to be clearing include, but are not limited to: causing irreversible damage to roots or trunks; and/or any filling, excavation, grading, or trenching in the root area of a tree which has the potential to cause irreversible damage .

2.14 Specimen tree - A native, introduced or naturalized tree which is important because of its impact on community character, its significance in the historic/cultural landscape or its value in enhancing the effects of wildlife habitat. Any tree with a dbh of 6 inches or larger is eligible to be considered a specimen tree. Trees that have a small height at maturity or are slow growing, such as flowering dogwood or american holly with a dbh of 4 inches or larger are eligible to be considered specimen trees.

2.15 Significant forest community - Unfragmented forests including forest types that provide habitat for rare species, unusual ecological processes, highly diverse forest communities, rare forest types, and those forest types which maintain connections between similar or different habitat patches.

2.16 Site Alteration Permit - A permit issued by the Conservation Commission authorizing land clearing and grading activities in the town of Wayland, Massachusetts.

2.17 Understory vegetation - Small trees, shrubs, and groundcover plants, growing beneath and shaded by the canopy of trees.

2.18 Wellhead Protection Plan - Wellhead Protection Plan, June 2011, Prepared by the Wellhead Protection Committee, et al. a copy of which is on file in the Office of the Town Clerk.

### § 193A.3. Applicability

3.0 Applicability: No person or corporation shall undertake clearing activities of an area greater than a total of 20,000 square feet within the Town of Wayland in any year without first obtaining a Site Alteration Permit from the Conservation Commission, unless specifically exempted under §193A.5.0 of this bylaw.

### §193A.4.Review and Decision.

4.0 Review and Decision: Within ten (10) business days of receipt of a completed application and required plans, the Conservation Commission shall transmit one copy each to the Board of Health, Planning Board, Building Inspector, Department of Public Works and abutters to the properties. Within 45 days of receipt of completed application/plans, these agencies and optionally the abutters shall submit recommendations to the Conservation Commission. The Conservation Commission shall act on applications within 90 days after filing.

### § 193A.5.Exemptions.

5.0 Exemptions: The provisions of this bylaw shall not apply to the following activities:

5.1 Removal of hazardous trees, as defined herein;

5.2 Routine maintenance of vegetation and removal of dead or diseased limbs and/or trees necessary to maintain the health of cultivated plants, to contain noxious weeds and/or vines in accordance with a Department of Environmental Management (DEM) - approved Forest Management Plan, or to remedy a potential fire or health hazard or an imminent threat to public safety;

5.3 Construction and maintenance of public and private streets and utilities within town-approved and accepted roadway layouts and easements;

5.4 Work conducted in accordance with a valid earth removal permit issued by the Town of Wayland, Massachusetts;

5.5 Agricultural activities in existence at the time this section was adopted, work conducted in accordance with an approved Natural Resource Conservation Service Agricultural Plan or agricultural uses on parcels of land of more than five acres as specified in MGL c. 40A, Section 3.

5.6 Construction of roadways and associated infrastructure for subdivisions approved in accordance with the Planning Board's Subdivision Rules and Regulations.

5.7 Construction of any state or town agency project approved by the appropriate agencies and/or officials of the Commonwealth or the Town.

#### § 193A.6. Review Standards

##### 6.0 Review Standards:

The applicant shall demonstrate that the following measures are employed in development of the site or maintenance of the ROW:

##### 6.1 Minimize site alteration/land clearing:

6.1.2 Clearing of trees shall be limited to a percentage (%) of the site with native trees planted in disturbed areas as needed to enhance or restore wildlife habitat, as follows:

##### Land Use Percentage of Clearing Allowed:

Agriculture 50%, Residential 25%, Institutional, Commercial, Industrial 40%, ROW maintenance in residential areas 25%, ROW maintenance in open areas 50%, within a habitat area identified on a MA Natural Heritage and Endangered Species (NHESP) mapped habitat area (SNRA) 35%

6.1.3 Clearing for utility access and trenching shall be limited to the minimum area necessary to deliver equipment to the site and thereafter to maneuver a backhoe or other construction equipment. Roots should be cut cleanly rather than pulled or ripped out during utility trenching. Tunneling for utilities installation should be utilized wherever feasible to protect root systems of trees.

##### 6.1.4 Protect hilltops and/or scenic views within the Town of Wayland, Massachusetts:

##### 6.1.5 Protect wildlife habitat:

6.1.5.1 Sites shall be designed in such a way as to avoid impacts to rare and endangered species and wildlife habitat on a site, and to maintain contiguous forested areas.

##### 6.1.6 Avoid impacts to archaeological resources:

6.1.6.1 Applicants shall submit a response from the Massachusetts Historical Commission (MHC) regarding the potential for archaeological or historical resources on the site.

6.1.7 Preserve open space and specimen trees on the site:

6.1.7.1 In the design of a development or the proposal for ROW maintenance, priority shall be given to retention of existing stands of trees, trees at site perimeter, contiguous trees communities with adjacent sites (particularly existing sites protected through conservation restrictions), and specimen trees.

6.1.8 Forested areas shall be preserved if they are associated with:

6.1.8.1 significant forest communities as defined herein;

6.1.8.2 wetlands, waterbodies and their buffers;

6.1.8.3 critical wildlife habitat areas;

6.1.8.4 slopes over 25 percent.

6.2 Protection of wetlands, endangered species and other environmental issues, as required by the Conservation Commission.

6.3 Protection of drinking water, as required by the Board of Public Works pursuant to the Wellhead Protection Plan.

§ 193A.7.Required Security.

7.0 Required Security: The Conservation Commission may require a performance guarantee in a form acceptable to the Town to cover the costs associated with compliance with this bylaw under a Site Alteration Permit.

7.1 The required performance guarantee in the amount of 150% of the cost of site restoration shall be posted prior to the issuance of a Site Alteration Permit for the proposed project.

7.2 The performance guarantee shall be held for the duration of any prescribed maintenance period required by the Conservation Committee to ensure establishment and rooting of all new plantings, and may be reduced from time to time to reflect completed work. Plantings which die within the prescribed maintenance period shall be replaced. Securities shall not be fully released without a final inspection and approval of vegetation replacement by the Town.

§ 193A.8. Monitoring and Inspections

8.0 Monitoring and Inspections:

8.1 Prior to commencement of construction or maintenance, the applicant, land owner, contractor and construction crew, Town Surveyor, engineer and site engineer shall conduct a meeting to review the proposed construction or maintenance phasing and number and timing of site inspections.

8.2 Initial site inspection of placement of tree protection measures shall occur after installation of barriers around preserved areas but before any clearing has begun.

8.3 Routine inspections of preserved areas shall be made at varying intervals depending on the extent of site alteration and the frequency and intensity of rainfall.

8.4 Effective stabilization of revegetated areas must be approved by the town before erosion and sedimentation controls are removed. The Town shall complete an inspection prior to removal of temporary erosion and sedimentation controls.

§ 193A.9.Enforcement.



9.0 Enforcement: Violations of this bylaw shall be punishable by fines in the amount of \$ 300.00 recovered through criminal process or, alternatively, civil noncriminal disposition pursuant to M.G.L. c. 40, § 21D. Each day that a violation continues shall be considered a separate offense. This Bylaw may be enforced by agents of the Conservation Commission.

9.1 An agent of the Conservation Commission may post the site with a Stop Work order directing that all vegetation clearing not authorized under a Site Alteration Permit cease immediately. The issuance of a Stop Work order may include remediation or other requirements which must be met before clearing activities may resume.

9.2 The Conservation Commission or its agent may, after written notice is provided to the applicant, or after the site has been posted with a Stop Work order, suspend or revoke any Site Alteration Permit issued by the Town.

9.3 No person shall continue clearing in an area covered by a Stop Work order, or during the suspension or revocation of a Site Alteration Permit except work required to correct an imminent safety hazard as prescribed by the Town.

#### § 193A.10. Administration.

##### 10.0 Administration

10.1 The Conservation Commission shall administer, implement and enforce this chapter.

10.2 Regulations. The Conservation Commission may adopt, and periodically amend, rules and regulations relating to the terms, conditions, definitions, enforcement, application and inspection fees, procedures and administration of this chapter by majority vote of the Conservation Commission, after conducting a public hearing to receive comments on any proposed revisions. The Commission may by regulation reduce, but not completely eliminate, any requirement imposed by this Bylaw. Such hearing dates shall be advertised in a newspaper of general circulation, at least seven days prior to the hearing date. After public notice and public hearing, the Conservation Commission may promulgate rules and regulations to effectuate the purposes of this bylaw.

#### § 193A.11. Severability.

##### 11.0 Severability:

11.1 If any provision of this section is held invalid by a court of competent jurisdiction, the remainder of the section shall not be affected thereby.

#### **MOTION:**

Scott Machanic moved and was duly seconded that the existence of the Committee established at the Special Town Meeting in the fall of 2012, consisting of one representative (or their designees) of the Conservation Commission, the Planning Board, the Board of Public Health and the Board of Public Works; the Building Commissioner; the Town Planner; and two representatives of Oak Hill Wayland Neighborhood Association, Inc. to consider Article 1 presented at that STM be continued until the commencement of the 2014 Annual Town Meeting, and that Article 19, "Amend Town Code Chapter 193A," on the Warrant for this 2013 Annual Town Meeting be referred for further consideration to that temporary study committee, to continue to draft or develop a recommended by-law amendment concerning tree cutting and/or land clearing to be submitted for insertion in the 2014 Annual Town Meeting Warrant, and which committee and membership terms shall terminate upon the dissolution of the 2014 Annual Town Meeting. Any members who are not voters of the Town of Wayland shall be nonvoting, ex officio members.

#### **VOTED ON MOTION:**

|           |     |               |
|-----------|-----|---------------|
| IN FAVOR: | 181 | MOTION PASSED |
| OPPOSED:  | 29  |               |

#### **MOTION TO EXTEND TIME:**

John Bladon moved and was duly seconded that the Town vote to extend the time of Town Meeting by one hour.

**VOTED ON MOTION TO EXTEND TIME:**      IN FAVOR:      93  
    OPPOSED:      143      MOTION NOT PASSED

|  |
|--|
| <b>ARTICLE 20:      AMEND TOWN CODE SECTION 91: REGULATION OF DOGS</b> |
|--|

*Proposed by: Board of Selectmen*

To determine whether the Town will vote to amend Chapter 91 of Article I of the Town Code relative to the Regulation of Dogs as follows:

[Key to revisions: ~~strikethrough~~ = deletions; underlining = additions]

Article I. Regulation of Dogs

[**Adopted 4-30-2001 ATM by Art. 24** *Editor's Note: This article also repealed former Article I, Dogs and Kennels, adopted 3-12-1973 ATM by Art. 14 as Art. 7 of the 1973 Bylaws, as amended.* ]

§ 91-1. Definitions.

A. As used in this article, the following words and terms have the following meanings:

**BANISHMENT**

~~An order that a vicious dog may no longer reside or visit in the Town of Wayland.~~

**DANGEROUS DOG**

A dog that either: (i) without justification, attacks a person or domestic animal causing physical injury or death; or (ii) behaves in a manner that a reasonable person would believe poses an unjustified imminent threat of physical injury or death to a person or to a domestic or owned animal.

**DCO**

The Dog Control Officer.

**DESTRUCTION**

~~An order that a vicious dog be destroyed in accordance with Massachusetts General Laws, Chapter 140, and Massachusetts Society for the Prevention of Cruelty to Animals guidelines.~~

**EFFECTIVE VOICE CONTROL**

To be under effective voice control, the dog must: (i) be within the keeper's sight, (ii) be responsive to the keeper's voice commands and (iii) refrain from illegal activities and the keeper must be carrying a leash ~~and the dog must refrain from illegal activities.~~

**EUTHANIZE**

To take the life of an animal by the administration of barbiturates in a manner deemed acceptable by the American Veterinary Medical Association Guidelines on Euthanasia.

**KEEPER**

A person, business, corporation, entity or society, other than the owner, having possession of a dog ~~Any person having charge of a dog~~ within the Town of Wayland, including but not limited to ~~the dog's owner,~~ dog walkers, sitters, and members of the dog owner's household or family.

**KENNEL**

~~Four or more dogs, six months of age or older, kept on a single property, whether for breeding, sale, training, hunting, companionship, or any other purpose.~~

A pack or collection of dogs on a single premise, including a commercial boarding or training kennel, commercial breeder kennel, domestic charitable corporation kennel, personal kennel or veterinary kennel.

**KENNEL LICENSE**

A special license issued to a kennel, which allows payment of a single fee covering all dogs in the kennel; with the kennel license, the kennel owner receives a special kennel tag for each dog in the kennel.

**LICENSE**

A dog's registration, evidenced by a tag issued annually by the Town Clerk to the owner of each dog residing in Wayland and worn by the dog securely fixed to its collar or harness.

**LICENSE, TRANSFER**

The registration issued to a dog already licensed in another US jurisdiction, after the dog moves into the Town of Wayland.

**LICENSE PERIOD**

Annually, from January 1 through December 31, inclusive.

**MUZZLING**

Using a device that fits over a dog's mouth and prevents it from biting, but that does not cause any injury or interfere with the vision or respiration of the dog that wears it.

**NUISANCE DOG**

~~A dog that repeatedly violates § 91-5 of this article.~~

A dog that: (i) by excessive barking or other disturbance, is a source of annoyance to a sick person residing in the vicinity; or (ii) by excessive barking, causing damage or other interference, a reasonable person would find such behavior disruptive to one's quiet and peaceful enjoyment; or (iii) has threatened or attacked livestock, a domestic animal or a person, but such threat or attack was not a grossly disproportionate reaction under all the circumstances.

**PERMANENT RESTRAINT**

An order issued by the Board of Selectmen under § 91-6D(1), requiring a ~~dangerous-vicious~~ dog's keeper to restrain it.

**RESTRAINT**

Limiting, restricting, or keeping a dog under control by means of a physical barrier (e.g., a leash, substantial chain or line, visible or invisible fence).

**RUNNING AT LARGE**

A dog is running at large if it is not on the private property of its keeper, or on private property with the express permission of that property's owner, or on a leash, or under effective voice control (i.e., within the keeper's sight and the keeper is carrying a leash).

**TEMPORARY RESTRAINT**

An order issued by the DCO under § 91-3C(5), requiring the dog's keeper to restrain a nuisance dog or suspected ~~dangerous-vicious~~ dog for 30 days.

**~~VICIOUS DOG~~**

~~A dog that, without provocation, bites a human being or kills or maims a domestic animal.~~

B. Any word or term defined in Massachusetts General Laws, Chapter 140, § 136A, and not otherwise defined here, is incorporated by reference.

§ 91-2. Vaccination, licensing and fees.

A. Three or fewer dogs.

(1) License and vaccination requirements. All dogs six months and older, while residing in the Town of Wayland, must have a license. To obtain or renew the license, each dog owner must annually present proof of a current rabies vaccination. When a veterinarian determines that vaccination is inadvisable, the owner may present a veterinarian's certificate exempting an old or sick dog from vaccination for a stated period of time.

(2) New dogs. Within 30 days of acquiring a dog six months of age or older, each dog owner in Wayland must present proof of that dog's current rabies vaccination and obtain a license and dog tag from the Town Clerk.

(3) New puppies. Within six months of a puppy being born, each dog owner in Wayland must present proof of that puppy's current rabies vaccination and obtain a license and dog tag from the Town Clerk.

(4) New residents. A new resident who owns a dog six months of age or older must license it within 30 days after moving into Wayland. The Town Clerk will issue each dog a transfer license, upon the owner's surrender of a current license from another US jurisdiction and proof of current rabies vaccination. The transfer license is valid until the next regular licensing period.

(5) Lost tags/replacement tags. Dog owners must replace a lost tag within three business days of the loss, by obtaining a replacement tag from the Town Clerk.

(6) Tag exemptions for dog events and medical reasons.

(a) A dog while actually participating in an official dog sporting or dog fancy event (if the event sponsors do not allow participants to wear tags) is exempt from the requirement that its license tag be affixed to its collar, provided that its keeper has the tag at the event and available for inspection by the DCO.

(b) When a veterinarian determines that a dog cannot wear a collar for medical reasons, the dog is exempt until it recovers from the requirement that its license tag be affixed to its collar, provided that its keeper has the tag in his or her possession and available for inspection by the DCO.

(7) Annual renewal. Dog owners must renew each dog license annually. The annual licensing period runs from January 1 through December 31.

(8) License due date/late fee. The application form for obtaining, renewing or transferring a license shall be distributed to each household no later than December 1 each year. Dog owners must return forms and fees to the Clerk by January 15 (or the first business day thereafter, if the 15 falls on Saturday, Sunday, or legal holiday). Any license renewed after this date is overdue, and the owner must pay a late fee in addition to the license renewal fee. The overdue license fee and the late fee may be added to the owner's real estate tax bill and/or motor vehicle excise tax bill may be recovered through the imposition of a municipal charges lien on any property standing in the name of the dog owner, pursuant to Massachusetts General Laws Chapter 40, § 58.

(9) Distribution of article and rabies symptoms list. At the first licensing period after this article becomes effective, the Town Clerk shall send a copy of the article to each household in Wayland. Thereafter, the Clerk shall give each new applicant or transfer applicant a copy of the article and shall have copies available at the Clerk's Office. The Clerk shall distribute a list of the symptoms of rabies with each dog license issued, as required under Massachusetts General Laws, Chapter 140, § 145.

(10) License fees. The fees for licensing each dog are:

**[Amended 11-12-2008 STM by Art. 16]**

(a) Annual license fee for each neutered or spayed dog over six months old: \$15.

(b) Annual license fee for each unaltered dog over six months old: \$20.

(c) License fee for any dog younger than six months: none.

(d) Fee to replace lost dog tag: \$5.

(e) Fee for transfer license: \$5.

(f) Late fee: \$25.

After a public hearing, notice of which is posted for at least two weeks in a conspicuous place in Town Building and published at least once, not less than two weeks prior to the time specified for the hearing, in a newspaper of general circulation within the Town, the Board of Health may change the foregoing license fees pursuant to Massachusetts General Laws Chapter 40, Section 22F. Any such changes shall take effect upon the filing of notice thereof in the Office of the Town Clerk.

B. Four or more dogs.

(1) License and vaccination requirements. Anyone who owns or boards four or more dogs within the Town of Wayland must apply for and obtain a kennel license from the Town Clerk. (This requirement shall not apply to medical boarding by any licensed veterinarian practicing in the Town of Wayland.) To obtain or renew the license, the kennel licensee must present proof of current rabies vaccinations for each dog in the kennel older than six months. When it is off the kennel property, each dog in the kennel must wear a kennel tag, issued by the Town Clerk, affixed to its collar or harness.

(2) New dogs and new puppies. The kennel licensee must report to the Town Clerk each new dog in the kennel within 30 days of its acquisition, show proof of current vaccination, and obtain a kennel tag for that dog. The kennel licensee must show proof of current vaccination and obtain a tag for each puppy when it reaches six months old.

(3) Application process. Every applicant for a new kennel license must first obtain a special permit from the Zoning Board of Appeals, pursuant to Wayland Town Bylaws Chapter 198, Zoning, § 198-203.1. The applicant may then submit an application to the Town Clerk on a form prescribed by the Clerk.

(4) Inspection process. Before the Town Clerk can issue the kennel license, the Dog Control Officer must inspect the proposed kennel, file a report on the inspection, and favorably recommend that the kennel meets all the following requirements:

(a) The location of the kennel is appropriate for housing multiple dogs.

(b) The location of the kennel on the property will have no significant adverse effect on the peace and quiet or sanitary conditions of the neighborhood.

(c) The area provided for housing, feeding, and exercising dogs is no closer than 20 feet to any lot line.

(d) The area provided for housing, feeding, and exercising dogs is no closer than 50 feet to any existing dwelling on an abutting lot.

(e) The kennel will be operating in a safe, sanitary, and humane condition.

(f) Records of the numbers and identities of the dogs are properly kept.

(g) The operation of the kennel will be consistent with the health and safety of the dogs and of the neighbors.

(5) Periodic inspections. Before a kennel license is renewed, and at any time the Board of Selectmen or the Dog Control Officer believe it necessary, the DCO may inspect any kennel. If the DCO determines that it is not being maintained in a safe, sanitary, and humane condition, or if the kennel records on the numbers and identities of the dogs are not properly kept, the DCO will report the violations to the Dog Control Appeals Board for a hearing on whether to recommend to the Board of Selectmen that the Board of Selectmen impose fines or revoke the kennel license.

(6) Petitions to revoke kennel licenses. Any group of 25 residents over the age of 18 may file a revocation petition with the Town Clerk, who will forward it promptly to the Dog Control Appeals Board, when they are aggrieved or annoyed to an unreasonable extent by an existing kennel, due to conditions, including (but not limited to) excessive barking or unsanitary conditions at the kennel.

(7) Kennel review hearings. Within seven business days after receiving the DCO's report from the DCO or the residents' petition, the Dog Control Appeals Board will notify all interested parties of a public hearing to be held within 14 days after the notice date.

(a) Within seven business days after the public hearing, the Dog Control Appeals Board shall recommend to the Board of Selectmen that it either dismiss the petition, revoke the kennel license, suspend the kennel license, or otherwise regulate the kennel.

(b) Any person maintaining a kennel after the kennel license has been denied, revoked, or suspended will be subject to the penalties in § 91-7 of this article.

(8) Annual renewal. Each kennel licensee must renew the license annually, at the Town Clerk's Office. The annual licensing period runs from January 1 to December 31.

(9) License due date. Kennel license renewal forms will be sent to each licensed kennel, no later than December 1 each year. Kennel licensees must return forms and fees to the Town Clerk by January 15 (or the first business day thereafter, if the 15th falls on Saturday, Sunday, or legal holiday). Failure to pay on time will result in a late fee, due in addition to the license fee. The overdue license fee and the late fee may be added to the licensee's tax bill or may be recovered through the imposition of a municipal charges lien on any property standing in the name of the kennel licensee, pursuant to Massachusetts General Laws, Chapter 40, § 58.

(10) Fees. The fees for licensing each kennel are:

**[Amended 11-12-2008 STM by Art. 16]**

(a) Annual kennel license fee for four dogs: \$75.

(b) Annual kennel license fee for 5-10 dogs: \$100.

(c) Annual kennel license fee for 11 or more dogs: \$125.

(d) Fee to replace lost dog tag: \$5.

(e) Late fee: \$25.

After a public hearing, notice of which is posted for at least two weeks in a conspicuous place in Town Building and published at least once, not less than two weeks prior to the time specified for the hearing, in a newspaper of general circulation within the Town, the Board of Health may change the foregoing license fees pursuant to Massachusetts General Laws Chapter 40, Section 22F. Any such changes shall take effect upon the filing of notice thereof in the Office of the Town Clerk.

(11) Incorporation. The following provisions of Massachusetts General Laws Chapter 140 are expressly incorporated herein: § 137B, Sale or other delivery of unlicensed dog by kennel licensee; and § 137D, Licensee convicted of violation of statutes relating to offenses against animals; ~~and § 138A, Importation of dogs and cats for commercial resale, etc.~~  
§ 91-3. Dog Control Officer.

A. Appointment. The ~~Town Administrator-Board of Selectmen~~ shall annually appoint a Dog Control Officer (DCO) under the provisions of Massachusetts General Laws Chapter 140, §§ 151 ~~and 151A~~ to carry out the provisions of this article and to perform such other duties and responsibilities as the Board may determine. The Town Administrator~~Selectmen~~ shall determine hours and conditions of work for the DCO. Compensation for persons appointed under this article shall be consistent with other bylaws dealing with salaries for appointed officials. No DCO shall be a licensed or unlicensed animal dealer, registered or unregistered with the United States Department of Agriculture. No DCO, either privately or in the course of carrying out official assignments as an agent for the town, shall give, sell, or turn over any animal, whether alive or dead, which comes into the DCO's custody, to any business or institution operating as a research facility or animal dealer, whether it is licensed or unlicensed,

registered or unregistered. Whoever violates the provision of this subsection shall be subject to prosecution as provided in Massachusetts General Laws Chapter 140, § 151.

B. Location and coverage. The DCO shall ~~be housed within the Public Safety Building under the daily supervision of the Chief of Police and shall~~ wear an appropriate uniform while performing official duties. The DCO shall make suitable arrangements for adequate coverage of his or her assigned duties whenever the DCO is temporarily unavailable. This coverage may take the form of a Wayland police officer temporarily filling in; an answering machine for receiving messages; a pager or cellular telephone; an agreement for cross-coverage with dog control officers from adjoining towns, or a combination of any of the arrangements above.

**[Amended 5-12-2004 ATM by Art. 30]**

C. Duties. The DCO's duties shall include the following:

(1) Bylaw enforcement. The DCO shall enforce the provisions of this article, using the following enforcement actions: issuing findings; assessing fines; making written warnings; performing inspections; confining; issuing orders of temporary restraint; restraining; muzzling; appearing before the Dog Control Appeals Board; making recommendations to the Board of Selectmen concerning ~~dangerous~~dangerous dogs, orders of permanent restraint, ~~banishment~~, or ~~euthanization~~destruction; and other powers that the Board of Selectmen may set from time to time to accomplish the article's purposes.

(2) Explanation of bylaw violations. Whenever the DCO issues a finding, assesses a fine, makes a written warning, issues an order of temporary restraint, or confines, restrains, or muzzles a dog, the DCO shall meet with the dog's keeper, provide a copy of this article (Chapter 91, Article I), explain the violation, and suggest corrective behaviors.

(3) Unlicensed dogs. The DCO shall notify all owners of dogs within the Town of Wayland that have not been licensed by the license due date and shall seek out, catch, and confine any dogs within the Town that remain unlicensed after a reasonable grace period.

(4) Dogs running at large. The DCO shall seek out, catch, and confine any dog within the Town found running at large on public property, or on private property where the property owner or person in control of the property wants the dog removed.

(5) Temporary restraint orders. The DCO shall issue an order of temporary restraint to the keeper of any dog that is a nuisance or that is awaiting a decision under § 91-6 as to whether it is ~~dangerous~~dangerous. An order of temporary restraint is an order that the dog must be confined to its keeper's property when not on a 6-foot or shorter leash; muzzling will be at the DCO's discretion. It shall be in force for no more than 30 days unless the DCO renews it in writing for subsequent thirty-day periods. The DCO shall rescind or stop renewing the order when, in the DCO's judgment, restraint is no longer required. The dog's keeper can petition the Dog Control Appeals Board under § 91-4B to rescind the order of temporary restraint.

(a) Nuisance dog. A dog is a nuisance if it repeatedly violates any subsection of § 91-5, particularly if it continues to chase motor vehicles, pedal vehicles, or animals carrying or drawing a person, or continues to damage property after its keeper has been fined for the dog running at large.

(b) Awaiting a decision on a ~~dangerous~~dangerous dog hearing. The DCO must order a dog restrained and (when off the keeper's property) muzzled pending the outcome of a ~~dangerous~~dangerous dog hearing under § 91-6.

(6) Confinement. The DCO shall make arrangements for the temporary housing of any dog who is to be confined under the provisions of this article. The housing may be at local veterinary clinics, or at dog kennels within the Town or neighboring towns, or within dog crates located in a suitable location in the Public Safety Building.

(7) Complaint resolution. The DCO shall investigate all complaints arising within the Town pertaining to violations of this article and try to mediate disputes between Town residents pertaining to the behavior of a dog maintained or located within the Town. If the mediation fails, the DCO will decide on a solution and inform the dog owner and any resident that brought a complaint or problem to the DCO's attention. Any party aggrieved by or disagreeing

with the DCO's decision may appeal that decision to the Dog Control Appeals Board; the DCO must attend the meetings of that Board or of any subsequent appeals hearings held by the Board of Selectmen on the matter.

(8) Emergency licensing. In emergency situations, the DCO can issue a license when the Office of the Town Clerk is closed. Any fees and fines collected under such circumstances shall be turned over to the Town Clerk at the earliest opportunity.

(9) Recordkeeping. The DCO shall keep accurate, detailed records of the confinement and disposition of all dogs held in custody and of all bite cases reported, and the results of investigations of the same. The DCO shall maintain a telephone log of all calls regarding dogs and submit a monthly report summarizing the log to the Town Administrator~~Board of Selectmen~~.

#### § 91-4. Dog Control Appeals Board.

A. Composition of the Appeals Board. The Dog Control Appeals Board is comprised of three Wayland residents, none of whom can be employees of the Town, appointed to three-year overlapping terms by the Board of Selectmen. The Appeals Board will annually select a member to serve as the chair. The Board of Selectmen will also appoint an associate member, who cannot be an employee of the Town, to a three-year term. The associate member shall attend Appeals Board hearings but may vote only when a regular member is unavailable due to absence or conflicts of interest. Two of the four members must be dog owners.

B. Right to appeal. When the Dog Control Officer has investigated a complaint regarding a dog's behavior and has issued a finding or an order of temporary restraint with which either the dog's keeper or the complainant disagrees, then either party may appeal by sending a written request to the Town Clerk within 10 business days after issuance of the DCO's decision. Following the Clerk's receipt of a written appeal, the Appeals Board shall hold a public hearing on the appeal within 10 business days, at which the dog owner, the complainant, and the DCO must appear.

C. Findings and further appeals. The Appeals Board shall vote at the public hearing on whether to uphold, reverse, or modify the DCO's decision and shall mail its ruling to the dog owner, complainant, and DCO within three business days after the public hearing. Should the dog owner or complainant disagree with the Appeals Board's ruling, then either party may appeal to the Board of Selectmen within 10 business days. The Board of Selectmen shall issue its ruling within 30 days thereafter.

D. Hearings on kennel petitions or ~~dangerous/vicious~~ dogs. The Appeals Board shall hold public hearings and make recommendations to the Board of Selectmen on any petition filed under § 91-2B(6) and any ~~dangerous/vicious~~ dog declaration under § 91-6B.

#### § 91-5. Conduct of dogs.

A. Endangering safety. No dog keeper shall allow the dog to bite, menace, or threaten, all without provocation, so as to endanger the safety of any person. This section is not meant to preclude a dog from acting as a watchdog on its keeper's property.

B. Disturbing the peace. No dog keeper shall allow the dog to disturb the peace of any neighborhood by making excessive noise without provocation. Noise is excessive if it is uninterrupted barking, yelping, whining, or howling for a period of time exceeding 15 minutes. This section is not meant to preclude a dog from acting as a watchdog on its keeper's property.

C. Damaging property. No dog keeper shall allow the dog to damage public or private property or realty.

D. Running at large. When not on the private property of its keeper, or on private property with the express permission of that property's owner, a dog must be on a leash or under effective voice control. To be under effective voice control, the dog must be within the keeper's sight and the keeper must be carrying a leash and dog must refrain from illegal activities.



(1) Voice control (in place of leash control) allowed. Unless the spaces are listed in any subsection below, a dog may be under effective voice control while on Town owned open spaces.

(2) Public gatherings and municipal buildings: leash control only. A dog may be in any municipal building and at any public gathering not otherwise specified in this article only if it is on a six-foot or shorter leash, and the dog must refrain from illegal activities.

(3) Cemeteries: dogs not allowed except under specified circumstances. Dogs are not allowed in any Town owned cemetery, except that a dog may attend the funeral of a member of its keeper's family and may accompany family members to visit the grave site of a deceased family member. Under these circumstances, the dog must be kept on a six-foot or shorter leash. The dog may not urinate or defecate on grave sites or gravestones.

(4) Numbered highways: leash control only. A dog must be on a six-foot or shorter leash when it is on the pavement or within 20 feet of the edge of any numbered highway in Wayland.

(5) School grounds: dogs not allowed during school/leash control only at other times. Unless the school principal gives permission in advance, no dog may be on school grounds from 30 minutes before classes begin until 30 minutes after classes end. At all other times, the dog may be on school grounds only if it is on a six-foot or shorter leash. A dog is not violating this prohibition if it remains within a vehicle.

(6) Town beaches: dogs not allowed. A dog may not be on any beach during the posted swimming season.

(7) Exception for assistance dogs. Section 91-5D does not apply to any properly trained assistance dog while performing its duties.

E. Chasing. No dog keeper shall allow the dog to chase a person, motor-powered vehicle, human-powered vehicle, or animal drawing or carrying a person.

F. Dog litter. Every dog keeper is responsible for expeditiously removing any dog feces the dog deposits anywhere except on its keeper's private property, on other private property with the property owner's permission, or on undeveloped land. The keeper must remove the feces from any trail on undeveloped land and from anywhere on posted undeveloped land. This provision does not apply to any assistance dog while it is performing its duties.

#### § 91-6. ~~Vicious~~ Dangerous dogs.

A. Declaring a dog ~~dangerous~~vicious. Any dog that, without provocation, bites a human being or kills or maims a domestic animal may be declared ~~dangerous~~vicious by the Board of Selectmen. An exception may be made for a puppy that draws blood or for a dog that attacks or bites an unaccompanied domestic animal on the dog keeper's property.

B. Procedure for declaring a ~~dangerous~~vicious dog. Upon the written complaint of the DCO, any other public safety agent, or any individual, the Dog Control Appeals Board must hold a public hearing, after which it must recommend to the Board of Selectmen whether the Board of Selectmen should declare a dog ~~dangerous~~vicious and, if so declared, what remedy is appropriate. The Board of Selectmen may take additional testimony from the dog's keeper, the DCO, and any other interested parties at a further public hearing.

C. Exceptions. A dog shall not be declared ~~dangerous~~vicious if the Board of Selectmen determines any of the following:

(1) The person's skin was not broken.

(2) The person who was bitten was willfully trespassing, committing a crime, or attempting to commit a crime on the premises occupied by the dog's keeper.

(3) The dog was being teased, tormented, abused, or assaulted by the injured person or animal prior to attacking or biting.

(4) The dog was protecting or defending a human being in its immediate vicinity from attack or assault.

D. Remedies. Upon its finding that the dog is ~~dangerous/vicious~~, the Board must order one of the following remedies: permanent restraint; ~~banishment~~; or ~~euthanasia/destruction~~ in accordance with the American Veterinary Medical Association Guidelines on Euthanasia~~MSPCA guidelines~~.

(1) Permanent restraint order is an order that the dog must at all times while on its keeper's property be kept within the keeper's house or an enclosure determined by the DCO to be adequate; whenever the dog leaves its keeper's property, it must be muzzled and restrained on a lead no longer than six feet or confined in an escape-proof enclosure.

~~(2) Banishment is an order that a vicious dog may no longer reside or visit in the Town of Wayland. (A vicious dog that is confined to a vehicle while passing through Wayland is not "visiting" and therefore is not in violation of the order of banishment.)~~

~~(3) Euthanasia is an order to take the life of a dog by the administration of barbiturates in a manner deemed acceptable by the American Veterinary Medical Association Guidelines on Euthanasia.~~

~~Destruction is an order that the dog be destroyed in accordance with Massachusetts General Laws, Chapter 140, and Massachusetts Society for the Prevention of Cruelty of Animals guidelines.~~

#### § 91-7. Penalties.

A. Fines. Any dog keeper who maintains a kennel after the kennel license has been denied, revoked, or suspended, or who fails to obtain a kennel license; and any dog keeper who fails to comply with § 91-5, Conduct of dogs, shall be subject to the following penalties:

(1) First violation of a subsection: written warning.

(2) Second violation of the same subsection: \$20.

(3) Third violation of the same subsection: \$50.

(4) Fourth and all subsequent violations of the same subsection: \$100.

B. Reimbursement of costs. If the Dog Control Officer confines a dog, the dog's keeper must reimburse the Town of Wayland for any expenses incurred in boarding that dog. If the dog has not been licensed, the keeper must obtain a license and pay any applicable late fee before the dog can be released.

#### C. Penalties for violating restraint orders.

(1) Each violation of an order of temporary restraint: \$100.

(2) First violation of an order of permanent restraint: ~~\$2500~~.

(3) Second violation of an order of permanent restraint: ~~\$300~~. ~~banishment~~.

#### § 91-8. Miscellaneous provisions.

A. Use of monies. All funds collected under this article shall be turned over to the Town Treasurer and deposited in the town's General Fund. The Dog Fund created under the previous Dog Control Bylaw, § 91-8.6, is hereby abolished and the funds therein shall be deposited in the town's General Fund.

B. Noncriminal disposition of violations. The DCO may, as an alternative to initiating criminal proceedings, initiate and pursue proceedings for the noncriminal disposition of any violation of this article, in accordance with the provisions of Massachusetts General Laws, Chapter 40, § 21D, to the extent of the specific penalty provided therefor.

C. Incorporation of state law. The provisions of Massachusetts General Laws Chapter 140, Sections 136A through 156 and 158 through 174D, inclusive, as may be amended from time to time and except as modified herein, are hereby incorporated into this article.

D. Severability. The invalidity of one or more sections, subsections, paragraphs, sentences, clauses, or provisions of this article shall not invalidate or impair any other part of this article nor invalidate the article as a whole.

**SPONSORS COMMENTS:** With three exceptions, the proposed revisions are necessary to make the town dog bylaw conform with amendments to state law adopted in July 2012. The following changes throughout the bylaw are made to conform with state law: the term "dangerous" is defined, replacing "vicious" to describes some dogs, and animals will be "euthanized" rather than "destroyed". Banishment is no longer permitted to punish dangerous dogs. Changes not required by state law amendments include: the definition of effective voice control is strengthened to allow for proper enforcement; the Dog Control Officer will be appointed by the Town Administrator in keeping with Sec. 60 of the bylaw; and the bylaw is changed to allow for a contractor or an employee to serve as Dog Control Officer.

**MOTION:**

John Bladon moved and was duly seconded that the Town vote to amend Chapter 91 of Article I of the Town Code relative to the Regulation of Dogs by making the revisions thereto as printed in Pages 101 through 111 of the Warrant for the 2013 Annual Town Meeting.

**MOTION TO TERMINATE DEBATE:**

Margo Melnicove moved that the Town vote to terminate debate.

|  |           |     |                   |
|--|-----------|-----|-------------------|
| <b><u>VOTED ON MOTION TO TERMINATE DEBATE:</u></b> | IN FAVOR: | 172 | MOTION PASSED     |
|  | OPPOSED:  | 23  |                   |
| <b><u>VOTED ON MOTION:</u></b>                     | IN FAVOR: | 39  | MOTION NOT PASSED |
|  | OPPOSED:  | 145 |                   |

---

*The meeting adjourned at 10:31 P.M. until Wednesday, April 10, 2013 at 7:30 P. M.*

*Attendance: 408*

---

**VOTES ENACTED:  
WEDNESDAY, APRIL 10, 2013  
AT THE WAYLAND HIGH SCHOOL FIELD HOUSE**

**DENNIS J. BERRY, MODERATOR:**

Pursuant to the Warrant dated March 20, 2013, signed by Douglas J. Leard, Joseph F. Nolan and Edward J. Collins, Selectmen, served and return of service given by Louis V. Gaglini, Constable of the Town, the inhabitants of the Town of Wayland qualified to vote at Town Meeting met this day at Wayland High School Field House, and at 7:32 P.M. the Moderator called the Meeting to order, declared that a quorum was present, and the Meeting proceeded to transact the following business:

|   |
|---|
| <b>ARTICLE 21: CHOOSE TOWN OFFICERS</b> |
|---|

*Proposed by: Board of Selectmen*

To determine whether the Town will vote to choose Town officers, agents, trustees, councils, commissioners, boards, and committees not elected by official ballot.

|                                |   |
|--------------------------------|---|
| As Trustees of the Allen Fund: | SemaFaigen<br>Benjamin W. Johnson III<br>Michael B. Patterson |
| As Fence Viewers:              | The Selectmen   |
| As Field Drivers:              | The Constables  |
| As Measurers of Wood and Bark: | Paul Doerr<br>Lewis S. Russell Jr.<br>Harry F. Sweitzer       |
| As Surveyors of Lumber:        | Susan W. Pope<br>Jean B. Pratt<br>Harry F. Sweitzer           |

**MOTION:**

Steven J. Correia moved and was duly seconded that the Town vote that the following persons be nominated for the following offices in accordance with Article 21 of the 2013 Annual Town Meeting Warrant:

As Trustees of the Allen Fund:  
SemaFaigen  
Benjamin W. Johnson III  
Michael B. Patterson

As Fence Viewers:  
The Selectmen

As Field Drivers:  
The Constables

As Measurers of Wood and Bark:  
Paul Doerr  
Lewis S. Russell Jr.  
Harry F. Sweitzer

As Surveyors of Lumber:  
Susan W. Pope  
Jean B. Pratt  
Harry F. Sweitzer

and, there being no further nominations, the Town Clerk be instructed to cast one ballot for the same.

|        |           |     |               |
|--------|-----------|-----|---------------|
| VOTED: | IN FAVOR: | 143 | MOTION PASSED |
|        | OPPOSED:  | 6   |               |

|   |
|---|
| <b>ARTICLE 22:     SELL OR TRADE VEHICLES AND EQUIPMENT</b> |
|---|

*Proposed by: Board of Selectmen*

To determine whether the Town will vote to authorize the Board of Selectmen to sell or otherwise dispose of the following surplus vehicles, equipment, or other personal property in connection with the purchase of new vehicles, equipment, or other personal property.

| Department   | Vehicle/Equipment                    | Year |
|--------------|--------------------------------------|------|
| Public Works | Caterpillar Backhoe with attachments | 1997 |

**MOTION:**

Joseph F. Nolan moved and was duly seconded that the Town vote to authorize the Board of Selectmen to sell or otherwise dispose of the following surplus equipment in connection with the purchase of new vehicles and/or equipment:

| Department   | Vehicle/Equipment                    | Year |
|--------------|--------------------------------------|------|
| Public Works | Caterpillar Backhoe with attachments | 1997 |

**VOTED:**

IN FAVOR: 159      MOTION PASSED  
OPPOSED: 7

**ARTICLE 23:      ACCEPT GIFTS OF LAND**

*Proposed by: Board of Selectmen*

To determine whether the Town will vote to accept real property or interests in real property which have been tendered to it as a gift, by devise, or otherwise.

**MOTION:**

Joseph F. Nolan moved that the Town accept as gifts, for conservation purposes, the parcels of land (1) off Plain Road in Wayland, Massachusetts, containing 6.31 acres, more or less being shown as "Open Space 'Parcel A'" on a plan of land entitled "Amended Definitive Subdivision Plan of Land in Wayland, MA", dated October 2, 2012, prepared by Thomas Land Surveyors, which plan is recorded with the Middlesex South Registry of Deeds as Plan No. 841 of 2012; and (2) on Michael Road in Wayland, Massachusetts, containing 9.3 acres, more or less being shown as "Parcel C Conservation Land" on a plan of land entitled "Definitive Plan Proposed Conservation Cluster Subdivision Plan of Land in Wayland, MA", dated September 25, 2009, revised September 28, 2012 prepared by Metrowest Engineering, Inc., which plan is recorded with said Registry of Deeds as Plan No. 872 of 2012 (2 of 2).

**VOTED:**

IN FAVOR: 206      MOTION PASSED  
OPPOSED: 6

**ARTICLE 24:      HEAR REPORTS**

*Sponsored by: Board of Selectmen*

To determine whether the Town will vote to receive and act upon reports of Town officers, agents, trustees, commissioners, boards and committees.

**MOTION:**

Edward J. Collins moved and was duly seconded that the Town vote to accept the 2012 Wayland Annual Report, and those reports included in Appendix J of the 2013 Annual Town Meeting Warrant except for one correction to the second to bottom chart fifth line down under FY12 Expenditures, 103,475.00 should read (103,475.00).

**PUBLIC CEREMONIES COMMITTEE REPORT:**

Richard Turner, Chairman of the Public Ceremonies Committee read the report and announced that the Public Ceremonies Committee had chosen Ms. Lea Anderson and the members of the High School Building Committee as the 2013 recipients of the Lydia Maria Childs award to be presented at a future date. The Committee at a future date would also present an award to Ms. Margo Melnicove, a founder of the Wayland Voters Network who, because of an unintended oversight, was not included at the 2009 Annual Town Meeting.

**VOTED:**                      IN FAVOR:      251      MOTION PASSED  
                                     OPPOSED:        7

---

The Moderator made the determination that there was significant new information to allow reconsideration of Article 10 and declared that a two-thirds vote would be required for approval of a motion to return to the article.

**MOTION TO RECONSIDER ARTICLE 10 – NEW DPW**

Michael P. Lowery moved that the Town vote to reconsider Article 10.

**VOTED ON MOTION TO RECONSIDER ARTICLE 10:**

                                     IN FAVOR:      202      MOTION NOT PASSED BY 2/3RDS MAJORITY  
                                     OPPOSED:      113

---

The Moderator recognized the Sound Crew and WAYCAM volunteers followed by a round of applause.

**TECH SOUND CREW**

Albie Cincotti  
Jeff Wadsworth  
Keith Clevenger  
Kaleigh Galluzzo

**WAYCAM**

Richard Turner, Camera/Director  
Tom Turner, Camera/Director  
Jonah Camiel, Online Stream + Social Media  
Special Thanks: Jim Mullane, Executive Director  
and Mark Foreman, Production Coordinator

---

*There were no Tellers assigned for the 2013 Annual Town Meeting*

*The meeting adjourned Wednesday, April 10, 2013 at 8:15 P.M. sine die.*

*Attendance:        332*

---

Respectively Submitted,

Lois M. Toombs, CMC  
Town Clerk